



# *Town of Palmer*

Bondsville, Depot Village, Thorndike & Three Rivers

## **Fiscal Year 2013 Annual Report**

**July 1, 2012 – June 30, 2013**



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| Department of Public Safety        |    |
| Police Department                  | 42 |
| Local Emergency Planning Committee | 49 |
| Department of Public Works         |    |
| Highway – Parks – Cemetery         | 50 |
| Wastewater Treatment Plant         | 52 |
| Palmer Public Library              | 52 |
| Palmer Public Schools              | 57 |
| Pathfinder Regional Vocational     | 64 |
| Telephone Directory                | 73 |

## **FACTS ABOUT PALMER**

|                            |   |
|----------------------------|---|
| SETTLED                    | 1716  |
| INCORPORATED AS A DISTRICT | 1752  |
| ACCEPTED AS A TOWN         | 1776  |
| LOCATION                   | About 15 miles east of Springfield on Rte 20  |
| HIGHEST ELEVATION          | Colonel's Mountain 1179 feet  |
| POPULATION                 | 11,771  |
| FORM OF GOVERNMENT         | 7-Member Town Council<br>Town Manager   |
| TAX RATE – FY2013          |   |
| TOWN                       | \$16.69 per \$1,000.00 of evaluation  |
| FIRE DISTRICT TAX          |   |
| DISTRICT #1                | \$1.24 per \$1,000.00 of evaluation   |
| DISTRICT #2                | \$1.92 per \$1,000.00 of evaluation   |
| DISTRICT #3                | \$1.90 per \$1,000.00 of evaluation   |
| DISTRICT #4                | \$1.95 per \$1,000.00 of evaluation   |
| NUMBER OF DWELLINGS        | Approximately 4,329   |
| PROPERTY VALUATION         | \$920,606,916   |
| AREA                       | Approximately Land 20,110.00 acres;<br>Water 457.5 acres;<br>Total 20,568.4 acres; Square Miles: 32.14  |
| HOSPITAL                   | Wing Memorial Hospital  |
| STREETS AND HIGHWAYS       | Approximately 150 miles   |
| PUBLIC SCHOOLS             | Palmer High School<br>Converse Middle School<br>Old Mill Pond Elementary<br>Pathfinder Regional Technical High School   |
| FIRE PROTECTION            | Four Fire Districts: Palmer Fire District 1: Chief Alan Roy heads a 32-member call force with a full time Captain and Lieutenant;<br>Three Rivers Fire District 2: Chief Scott Turner heads a 34-member call force; |

|                         |  |
|-------------------------|--|
|                         | <p>Bondsville Fire District 3: Chief Scott Gustafson heads a 26-member call force;</p> <p>Thorndike Fire and Water District 4 is protected by Palmer Fire District 1.</p>  |
| TRANSPORTATION          | <p>PVTA Village Bus, Peter Pan Bus (Walnut Street, Palmer), Council on Aging Van for transportation for seniors.</p>   |
| POLICE                  | <p>Well established full-time police department and Emergency Dispatch center headed by Chief of Police, Robert Frydryk</p>  |
| RECREATIONAL FACILITIES | <p>Walter (Beebe) Chase Memorial Park, Legion Field, Eager Playground, Palmer, Nick Laviolette Park, Three Rivers, plus playground and recreational equipment at Three Rivers Common, and Endelson Playground, Bondsville.</p> |
| PUBLIC LIBRARY          | <p>1455 North Main Street, Palmer</p>  |

**GOVERNMENTAL DISTRICT  
AND REPRESENTATIVES FOR THE  
TOWN OF PALMER**

**UNITED STATES SENATORS**

Elizabeth Warren, Democrat  
Edward Markey, Democrat

**REPRESENTATIVE IN U.S. CONGRESS**

First Congressional District  
Richard E. Neal

Second Congressional District  
James P. McGovern

**EXECUTIVE COUNCIL**

Seventh Councilor District  
Jennie Caissie

**SENATOR IN GENERAL COURT**

Worcester, Hampden, Franklin  
and  
Hampshire Senatorial District  
Stephen M. Brewer

**REPRESENTATIVE IN GENERAL COURT**

First Hampden Representative District  
Todd M. Smola

**HAMPDEN COUNTY DISTRICT ATTORNEY**

Mark G. Mastroianni, Springfield

**BOARDS AND COMMITTEES**

**BOARD OF APPEALS**

Antonio Andre, Chairman  
Russell Brown  
Norman Z. Czech  
Dennis Fountain  
Ingrid Thompson  
Gary Doane, Alt.  
Walter Solzak, Alt.

**BOARD OF ASSESSORS**

Lawrence M. Jasak  
Michael J. Burns  
Linda Leblanc

**BOARD OF REGISTRARS**

Susan Coache  
Chester Toper  
Rose Tyburski  
Margaret Higgins

**BOARD OF HEALTH**

Paul Benard, Chairman  
John Lukaskiewicz  
Jayne Heede  
Josh Mathieu, Health Agent

**CONSERVATION COMMISSION**

Robert J. Ring, Chairman  
Donald R. Duffy  
Peter Izyk  
Matthew Trybus  
Dennis Cote  
Angela Panaccione, Health Agent

**COUNCIL ON AGING**

Mary Hubert  
Linda Lamay  
Dorothy Nadolski  
Ernest Charland  
Genevieve Bates  
Peggy Corriveau

Betty Koss  
Gloria Brouillette  
Debbie Nathanson  
Ruth Manning

LOCAL EMERGENCY PLANNING COMMITTEE

Alan Roy – Palmer Fire-Rescue/LEPC Chairman  
Andrew Golas – Town Manager's Office  
Charlann Griswold – Media Representative  
Craig Dolan – Department of Public Works  
David Clark – Palmer Ambulance Service  
Donald Elliot – Emergency Manager  
James Ammann – Palmer Water Department  
Gerry Skowronek – Waste Water Department  
John Sasur – Three Rivers Water Department  
Kathy Piechota – UMass Wing Memorial Hospital  
Open – Transportation Representative  
Open – Citizens Representative  
Open – Conservation Commission  
Paul Benard – Board of Health  
Robert Frydryk – Palmer Police Department  
Ronald Krystofik – UMass Wing Memorial Hospital  
Scott Gustafson – Bondsville Fire Department  
Scott Turner – Three Rivers Fire Department

ECONOMIC DEVELOPMENT COMMITTEE

Alice Davey, Community Development Director  
Linda Leduc, Planner  
Linda Leblanc, Assessor  
John Kuzmiski, Accountant  
Charles Blanchard, Town Manager

HISTORICAL COMMISSION

Robert Ring, Chairman  
Marion P. Lis, Treasurer  
Stephen Nowak  
Eric Raymond

INSURANCE ADVISORY COMMITTEE

Paraprofessionals/Aides- Melanie Leibold, CMS  
Palmer Teachers Association – Deborah Charwick, OMP  
Palmer School Nurses/Clerical Workers – Richard Brown  
Palmer School Custodial Association – Peter Galica, CMS  
Palmer School Cafeteria – Catherine Les, OMP  
Palmer D.P.W.- Michael Moynahan  
Palmer Police NEPBA – Chris Burns and Paul Lukaskiewicz  
School & Town Clerical Workers UFCW #1459 – Richard Brown  
Emergency Telecommunicators – Tammy Piechota

**LICENSE COMMISSIONERS**

Richard L. Fitzgerald, Chairman  
Robert Frydryk  
Dennis Gaudreau  
Theodore Simard  
Michael Magiera

**OPEN SPACE PLANNING COMMITTEE**

Conservation Member (Donald Duffy)  
Town Planner – Linda Leduc  
Planning Board Rep. (M. Marciniak)  
Council Rep. (Vacant)

**PALMER CULTURAL COUNCIL**

Christine Miarecki  
Eileen Benoit  
Mary Bernat  
Ann Wright

**PALMER HOUSING AUTHORITY**

Ronald W. Lemanski, Chairperson  
Mildred Jasak  
Margaret Higgins  
Russell Webb  
Victoria Miner

**PALMER REDEVELOPMENT AUTHORITY**

David Swirk, Chairman  
Joseph Turek  
Dan Slowick  
Vacant  
(Vacant – State Appointee)

**SAFETY/TRAFFIC ADVISORY COMMITTEE**

Police Chief (Robert Frydryk)  
DPW Director (Craig Dolan)  
Building Inspector (Bonnie Weeks)  
Palmer Fire Chief (Alan Roy)  
Three Rivers Fire Chief (Scott Turner)  
Bondsville Fire Chief (Scott Gustafson)  
Ambulance Rep. (Vacant)

**TOWN COUNCIL SUBCOMMITTEES**

**APPOINTMENT REVIEW COMMITTEE**

Barbara Barry  
Paul Burns  
Mary Salzmann



TOWN MANAGER GOALS COMMITTEE

Barbara Barry  
Mary Salzmann  
Paul Burns

ORDINANCE REVIEW COMMITTEE

Donald Blais  
Paul Burns  
Phil Hebert

SCHOOL COMMITTEE LIASON

Barbara Barry

**ELECTED OFFICIALS**

COUNCILLORS AT LARGE

Paul Burns (Exp. 2014)  
Mary Salzmann (Exp. 2013)  
Jason Polonsky (Exp. 2015)

DISTRICT COUNCILLORS

Philip J. Hebert, District #1 (Exp. 2014)  
Barbara A. Barry, District #2 (Exp. 2015)  
Matthew Lovell, District #3 (Exp. 2015)  
Donald Blais, Jr., District #4 (Exp. 2013)

PLANNING BOARD (4 YRS)

Michael Marciniec (Exp 2013)  
Andrew Golas (Exp. 2013)  
Norman Czech (Exp. 2015)  
Kathleen Burns (Exp. 2014)  
Thomas Skowyra (Exp. 2014)

SCHOOL COMMITTEE (4 yrs.)

Gary A. Blanchette (Exp. 2015)  
Muareen R. Gallagher (Exp. 2013)  
James St Amand (Exp. 2013)  
David Lynch (Exp. 2014)  
Robert Janasiewicz (Exp. 2014)

PATHFINDER REGIONAL SCHOOL COMMITTEE

Michael J. Cavanaugh (Exp. 2014)  
David M. Droz (Exp. 2016)

## **APPOINTED OFFICIALS**

|   |                        |
|---|------------------------|
| Town Accountant   | John Kuzmiski          |
| Town Planner  | Linda Leduc            |
| Town Clerk  | Susan Coache           |
| Community Development Director  | Alice Davey            |
| Veteran's Agent/Burial Agent/Graves Officer                               | Deborah Shilikis       |
| Town Counsel  | Charles Ksieniewicz    |
| Building Inspector  | Bonnie Weeks           |
| Gas Inspector   | Gary Stahelski         |
| Electrical Inspector  | Gerald Weston          |
| Plumbing Inspector  | Gerald Nichols         |
| Constable   | Robert Frydryk         |
| Forest Warden   | Alan Roy               |
| Animal Inspector/Dog Officer  | Wendy LaSage           |
| Sealer of Weights & Measures  | Joseph Serrato         |
| Director of Public Safety   | Robert P. Frydryk      |
| Treasurer/Tax Collector   | Vacant                 |
| Emergency Management Director   | Donald C. Elliott, Jr. |
| Town Assessor   | Linda Leblanc          |
| Department of Public Works Director                                       | Craig Dolan            |
| WWTP Superintendent   | Gerald Skowronek       |
| Council on Aging Director   | Erin Pincince          |
| Hampden County Housing Services Advisory Committee                        | Jean Leonard           |
| Pioneer Valley Planning Commission  | Michael Marciniak,     |
| Pioneer Valley Planning Comm. Policy Advisory Rep.                        | Craig Dolan            |
| P.V.T.A. Advisory Council Member  | Paul Burns             |
| Environmental Certifying Office Hearings Officer/Building Code Violations | Bonnie Weeks           |

## ELECTION

### TOWN OF PALMER ANNUAL ELECTION, JUNE 25, 2013

| COUNCILOR AT LARGE    | DISTRICT 1A | DISTRICT 1 | DISTRICT 2 | DISTRICT 3 | DISTRICT 4 | TOTALS |
|-----------------------|-------------|------------|------------|------------|------------|--------|
| MARY A. SALZMANN      | 32          | 311        | 372        | 288        | 309        | 1312   |
| DISTRICT #4 COUNCILOR |             |            |            |            |            |        |
| DONALD J. BLAIS, JR.  |             |            |            |            | 285        | 285    |
| PLANNING BOARD        |             |            |            |            |            |        |
| ANDREW M. GOLAS       | 35          | 290        | 355        | 276        | 280        | 1236   |
| MICHAEL MARCINIEC     | 35          | 302        | 343        | 280        | 292        | 1252   |
| SCHOOL COMMITTEE      |             |            |            |            |            |        |
| JAMES J. LYNCH III    | 40          | 313        | 383        | 311        | 295        | 1342   |
| ANDREA K. MASTALERZ   | 20          | 284        | 334        | 246        | 246        | 1130   |
| MAUREEN R. GALLAGHER  | 22          | 211        | 221        | 169        | 186        | 806    |
| QUESTION #1           | 44          | 347        | 397        | 326        | 320        | 1434   |
| QUESTION #2           | 46          | 363        | 405        | 326        | 340        | 1480   |
| QUESTION #3           | 56          | 455        | 546        | 415        | 421        | 1893   |
| QUESTION #4           | 36          | 292        | 370        | 295        | 304        | 1297   |

### SENATOR IN CONGRESS, JUNE 25, 2013

|                  |      |            |
|------------------|------|------------|
| GABRIEL E. GOMEZ | 1243 | REPUBLICAN |
| EDWARD J. MARKEY | 927  | DEMOCRAT   |
| RICHARD A. HEOS  | 19   | UNENROLLED |
| BRIAN MUELLO     | 0    | UNENROLLED |
| JOHN J. HOWARD   | 0    | UNENROLLED |

# **DEPARTMENT OF PUBLIC SERVICE**

## **TOWN MANAGER**

I herewith submit the report of the Town Manager for the Town of Palmer for the period July 1, 2012 to June 30, 2013.

I would like to begin by again expressing my sincere appreciation to all of the dedicated department heads, town staff, elected officials and numerous volunteers who serve on the many boards, commissions and committees for all of their hard work and commitment to make Palmer a better community in which to live.

The year began with the task of filling two key positions due to the retirement of long time Principal Assessor Beverly Morin-Lizak, whom we thank for her years of dedicated service to the Town, and the creation of a new full time Health Agent position.

Linda Leblanc, who was previously the Assessor in East Brookfield, was appointed Principal Assessor and Joshua Mathieu, formerly the Health Agent for Southampton and Westhampton, became our first full time Health Agent.

Building Inspector Richard Rollet went on long term sick leave in January, and his position was filled by Bonnie Weeks, formerly the Building Inspector in Amherst.

Veterans' Agent Paul Graveline retired in February and after a comprehensive search Deborah Shilaikis was appointed to fill this position.

Some of the accomplishments of the Town during FY13 included:

- The original Town Hall boilers and air conditioning equipment were replaced through a grant from the Massachusetts Green Communities program covering \$169,103 of the \$244,549 project cost.
- A new Town Council Handbook was written and issued that includes a new Committee Handbook to be used as a guide for the many volunteer boards and committees that are so important to our community
- Specific staggered terms for the Board and Committee appointments that had lapsed after the implementation of the new Charter in 2005 were established.
- Performance reviews for all department managers were completed – the first time this had ever been done. Specific goals were also established for completion by the end of 2013.
- A Capital Improvement Committee and a Five Year Capital Improvement Plan was established.
- For the first time in many years, a Recreation Committee was appointed to assist the Recreation Director in establishing new programs for a broader range of residents. The first meeting was held in December.
- Palmer joined with 29 other communities in Worcester and Hampden counties to receive a grant funding a Regional Stormwater program to allow us to meet the new Stormwater planning and reporting regulations at a minimum financial and manpower cost.
- The Town established a Flexible Spending Account to supplement our Section 125 Benefits Plan which allows our employees to pay their out-of-pocket health care expenses with pre-tax dollars.
- Palmer partnered with Monson, Warren and Ware to work with the Collins Center of UMASS Boston to develop a governance agreement (IMA) for a Regional Communications Center that will be considered by the communities in FY14.
- In order to allow the Planning Board to develop an Ordinance to properly locate Medical Marijuana Dispensaries that may wish to locate in Palmer the Town Council adopted a one year moratorium that prohibits the establishment of these centers until June of 2014.
- The Town's Employee Handbook was completely revised and issued in April.

- The bids for the new Police Headquarters were received on February 7. Seven of the twelve bids were below the Architect's estimate and the contract was awarded to Marois Construction Co. of South Hadley. The new facility is expected to be completed in the spring of 2014.
- Another grant for \$250,000 was applied for from the Green Communities program for the next phase of the Town Hall HVAC improvements for the replacement of the original piping and control system.
- An application was submitted for the FY14 State 911 Regional Emergency Development Grant that resulted in the award of \$1,550,589 subject to the formation of a Regional Dispatch Center in Palmer involving a least one other community.
- The Town Council approved funding from Free Cash and the Stabilization Fund to rebuild the tennis courts at Palmer High school. The design was completed in June and the construction work will begin early in FY14.
- Several large ground mounted photovoltaic solar projects have been proposed at various locations in Palmer, and after a study by our Board of Assessors the Town Council agreed with the recommendation for a \$12,000 per Megawatt payment in lieu of taxes (PILOT) to be applied to them.
- The Conservation Agent and Conservation Commission completed a comprehensive update of the Wetlands Ordinance that was adopted by the Town Council.
- Funding from the State Revolving Fund was received for over \$6 million for the replacement of deteriorating sewers on Brainerd Street, Riverview Parkway, Chudy Street, South High Street and High Street. The design work will be completed early in FY14 and construction should begin in the spring of 2014.
- A significant amount of time was devoted this year to the negotiation of a Host Community Agreement with Mohegan Sun Massachusetts for a destination resort casino proposed for over 150 acres opposite Exit 8 of the Massachusetts Turnpike. RKG Associates of Dover NH headed up a team of peer review consultants including Howard/Stein Hudson, Tighe & Bond and The Berkshire Design Group. The Town Manager was also assisted in these negotiations by Town Counsel Charles Ksieniewicz and Special Casino Counsel Mirick O'Connell of Worcester.
- The Town was successful in negotiating a reduction in its health insurance contribution from 80% to 75% by agreeing not to change to the GIC Equivalent Plan. This saved the Town over \$220,000 while allowing our employees to retain the current co-pays and avoid adding costly deductibles to the plan.

These accomplishments are the result of the combined efforts of our department managers, staff and in many cases the volunteered hours of several Boards and Committees, and I would like to thank them for this important work.

I would also like to express my appreciation to the members of the Town Council for their support and clarity in defining the goals and policies for our town government, and to Andrew Golas for the help he provides on a daily basis as Executive Assistant to the Town Manager and the Town Council.

Respectfully submitted,

Charlie Blanchard  
Town Manager

## **TOWN COUNCIL**

Fiscal Year 2013 was a year of change for the Town Council. Jason Polonsky of Bondsville was elected to a three year term as Councilor at Large and former councilor Matthew Lovell was elected to a three year term as District 3 councilor in June 2012. Councilor Barbara Barry was also reelected to a three year term as councilor of District 2. District 1 Councilor Phil Hebert was elected as President by the council for a one year term.

FY2013 was also a year of progress for the Town Council. With the approval of the debt exclusion vote at the June 2012 election, construction began on the new Police Station. The station will be a great asset to our police department and our community as we continue to build toward the future. Along with the Police Station, the council has also set aside funds to upgrade the radio communications infrastructure within the town. These upgrades will allow our police officers and DPW workers to serve the community more effectively and efficiently.

The Town Council has also made the commitment to invest in our schools. Along with approving a \$380,653 increase to the FY14 School Budget over FY13, the Town Council has also committed funds to fully replace the Palmer High School tennis courts. Funding for the schools is a top priority of the council.

Looking toward the future, our community continues to face a number of challenges and opportunities. We have worked with Town Manager Charlie Blanchard to assess the Host Community Agreement with Mohegan Sun Massachusetts for a destination resort casino. The Town will have the opportunity to vote on this agreement on November 5, 2013. We encourage the people of Palmer to do their research on this agreement and make an informed choice on Election Day.

Finally, we would like to thank Town Manager Charlie Blanchard and all department heads and staff for their continuing efforts to serve the Council and the people of Palmer. We look forward to working together to serve this community through 2014 and beyond.

Respectfully Submitted,

Phil Hebert  
Town Council President

# **TOWN CLERK**

## **MARRIAGES/DEATHS 2012/2013**

### January

|   |                   |           |                    |            |
|---|-------------------|-----------|--------------------|------------|
| 7 | John J. Walsh III | Wilbraham | Samantha L. Murray | Brookfield |
|---|-------------------|-----------|--------------------|------------|

### February

|    |                   |        |                 |        |
|----|-------------------|--------|-----------------|--------|
| 4  | Peter K. Minkley  | Palmer | Ruth A. Before  | Palmer |
| 14 | Scott Q. Ingleman | Palmer | Sianshu Tczin   | Palmer |
| 18 | Jose M. Pimentel  | Palmer | Elaine Shackett | Palmer |

### March

|    |                    |        |                       |        |
|----|--------------------|--------|-----------------------|--------|
| 23 | Peter G. Parker    | Monson | Julie Ann Powers      | Monson |
| 31 | Robert E. VanZandt | Palmer | Stephanie E. LaFlamme | Palmer |

### April

|    |                     |             |                     |        |
|----|---------------------|-------------|---------------------|--------|
| 2  | Derek J. Chandonnet | Palmer      | Jamie E. LaFerriere | Palmer |
| 14 | James E. Tenczar    | Palmer      | Olga Ustiugova      | Palmer |
| 15 | Scott R. Kuindersma | Palmer      | Jessica M. Baldwin  | Palmer |
| 20 | Richard M. Kuc      | Palmer      | Melissa M. Parker   | Palmer |
| 28 | Russell S. Towle    | Bristol, CT | Lisa A. Ruell       | Palmer |

### May

|    |                          |            |                      |        |
|----|--------------------------|------------|----------------------|--------|
| 10 | Irving R. Concepcion     | Palmer     | Shannon C. Fernandez | Palmer |
| 18 | Scott W. Flowers         | Somers, CT | Mary P. Hurley       | Palmer |
| 29 | Billy Lawrence LaFrancis | Palmer     | Carrie Ann Germain   | Palmer |

### June

|    |                           |               |                         |               |
|----|---------------------------|---------------|-------------------------|---------------|
| 1  | Nycole M. LaBonte         | Palmer        | Kelly M. White          | Palmer        |
| 2  | Marc B. McCarthy          | Palmer        | Debra Ann Solomon       | Palmer        |
| 2  | Arthur E. Salsbury Jr.    | Palmer        | Tammy L. Brown          | Palmer        |
| 23 | Daniel A. Fisher          | Palmer        | Hillary L. Haynes       | Palmer        |
| 23 | Gary E. Kolbensschlag     | Palmer        | Peggy Lee Washburne     | Palmer        |
| 23 | David Allan Bonica        | New Braintree | Kimberlee Ann Allain    | New Braintree |
| 24 | Dennis J. Mallette        | Palmer        | Sue Ann Kuszewski       | Palmer        |
| 26 | Richmond Emerson Young IV | Palmer        | Allyson Mara Ann Kosuda | Palmer        |

### July

|    |                      |                 |                    |        |
|----|----------------------|-----------------|--------------------|--------|
| 7  | Matthew R. Mailloux  | Palmer          | Charlene C. Nadeau | Palmer |
| 21 | Dennis M. Beauregard | West Brookfield | Lisa Dorman        | Palmer |
| 22 | Alan Michael Veale   | Palmer          | Barbara Jean Bak   | Palmer |
| 27 | Joseph A. Libera     | Palmer          | Debra Mae Sprout   | Palmer |

### August

|    |                         |                 |                      |                 |
|----|-------------------------|-----------------|----------------------|-----------------|
| 4  | James Alan Brothers     | Palmer          | Mary Kristen Auclair | Palmer          |
| 5  | John W. Brannon, Jr.    | Spring Lake, NC | Toni T. Gross        | Spring Lake, NC |
| 11 | Robert Arthur Fields IV | Palmer          | Kate C. Robert       | Palmer          |
| 11 | Derek M. Jones          | New York, NY    | Tiana Checchia       | New York, NY    |

### September

|    |                   |                 |                      |                 |
|----|-------------------|-----------------|----------------------|-----------------|
| 1  | Eric T. Hebert    | West Brookfield | Jessica L. Strange   | West Brookfield |
| 1  | Sean M. Fogarty   | Palmer          | Jessica M. Lorion    | Palmer          |
| 1  | Randall E. Hawley | Palmer          | Kristina M. Gassnola | Palmer          |
| 14 | David Allan Masse | Palmer          | Melissa Ann Dustin   | Palmer          |
| 15 | Isaac L. Gibbs    | Springfield     | Nicole E. Pavlu      | Palmer          |

|          |                             |                      |                        |                      |
|----------|-----------------------------|----------------------|------------------------|----------------------|
| 15       | Christopher J. Hall         | Palmer               | Stacey Sue Sylvestre   | Palmer               |
| 15       | David James Allen           | Palmer               | Ann Florence Massarone | Palmer               |
| 16       | Kevin R. Kumpulanian        | Palmer               | Pamela A. Kulig        | Palmer               |
| 22       | Edward Michael Fallon       | Springfield          | Jena Marcelle LeBlanc  | Palmer               |
| 22       | William B. Burgess, Jr.     | Palmer               | Amelia M. Jaworek      | Palmer               |
| 28       | David L. Smith, Jr.         | Palmer               | Bethany L. Krupinski   | Palmer               |
| October  |                             |                      |                        |                      |
| 6        | Michael K. Wurster          | New York, NY         | Rebecca S. Rand        | New York, NY         |
| 6        | Dennis M. Nubile            | Palmer               | Janice M. Tiraboschi   | Palmer               |
| 13       | Daniel A. Chesley           | Palmer               | Eileen M. Chesley      | Palmer               |
| 20       | Matthew J. Doyle            | Monson               | Angela M. Messina      | Monson               |
| 26       | Anthony William Frye        | Palmer               | Jaime Lee Ducey        | Palmer               |
| November |                             |                      |                        |                      |
| 1        | Christopher John Murphy     | Palmer               | Lauren Alicia Pandora  | Granby               |
| 17       | Christopher J. Goodrow      | Palmer               | Kayleigh M. Brodeur    | Palmer               |
| 24       | Dale L. Menard              | Palmer               | Patricia A. Carver     | Agawam               |
| December |                             |                      |                        |                      |
| 8        | Donald S. Brooke            | Palmer               | Lisa J. Cadieux        | Palmer               |
| 12       | Michael B. Samek            | Warren               | Corinne M. Kingston    | Palmer               |
| 22       | Eric M. Brothers            | Palmer               | Jessica L. Francis     | Palmer               |
| 31       | Douglas A. McCaughey        | Palmer               | Mariah A. Deyo         | Palmer               |
| January  |                             |                      |                        |                      |
| 12       | Daniel D. Bartels           | Palmer               | Cynthia M. Prouty      | Palmer               |
| 25       | Thomas B. McMullen, Jr.     | Palmer               | Farida Ellouizi        | Palmer               |
| February |                             |                      |                        |                      |
| 6        | Edvertis E. Thadison IV     | Palmer               | Jessica Dasilva        | Palmer               |
| 23       | William T. Sarcia           | Palmer               | Jessica E. Holbrook    | Palmer               |
| 28       | Fernando Merced             | Palmer               | Glendalie Sanchez      | Palmer               |
| March    |                             |                      |                        |                      |
| 16       | Brian J. Stevenson          | Palmer               | Jennifer L. McGrath    | Palmer               |
| 19       | David B. Vines              | Palmer               | Tiffany M. Scarboro    | Palmer               |
| 22       | Rui M. Bravo                | Palmer               | Susan M. Taylor        | Palmer               |
| 25       | Ronald William Breckenridge | Palmer               | Lindsay Ann Briere     | Palmer               |
| April    |                             |                      |                        |                      |
| 8        | Angelina H. Dubovik         | Palmer               | Kenzie A. Rhodes       | Palmer               |
| 20       | Wyatt M. Syriac             | Palmer               | Caskielena M. Labelle  | Palmer               |
| 20       | Michael J. Perko            | Stafford Springs, CT | Sandra A. Keenan       | Stafford Springs, CT |
| 26       | Nerin Velazques, Jr.        | Palmer               | Pamela Ortiz           | Palmer               |
| 27       | John L. Minerich            | Palmer               | Victoria L. Maciag     | Palmer               |
| May      |                             |                      |                        |                      |
| 18       | Johnathan R. Palmer         | Palmer               | Tammy L. Thiphavong    | Palmer               |
| 30       | David Gregory Lane          | Palmer               | Stephanie Wanda Nott   | Palmer               |
| 31       | Joshua D. Mansfield         | Palmer               | Shaundi L. Bauer       | Palmer               |
| June     |                             |                      |                        |                      |
| 7        | Jayson M. Brunelle          | Coventry, CT         | Jacqueline M. Plank    | Coventry, CT         |
| 15       | Richard E. Moise            | Palmer               | Belinda G. Reynolds    | Palmer               |



|    |                      |           |                     |             |
|----|----------------------|-----------|---------------------|-------------|
| 15 | Donald J. Patry      | Palmer    | Sandra G. Ely       | Belchertown |
| 15 | Tyler August Maikath | Palmer    | Jamie Beth Gronski  | Palmer      |
| 22 | Michael E. Chalue    | Palmer    | Tammy Lynn Racine   | Palmer      |
| 22 | Robert H. Ward, Jr.  | Palmer    | Michelle M. Lamb    | Palmer      |
| 22 | Frederick C. Moore   | Palmer    | Darlene B. Motta    | Palmer      |
| 23 | Aaron S. Rathburn    | Palmer    | Heather M. Verdon   | Palmer      |
| 29 | Robert Skomro, Jr.   | Palmer    | Melissa Ann Ford    | Palmer      |
| 29 | Devan M. Curry       | Westfield | Ashton M. Collins   | Westfield   |
| 29 | Nathaniel Pagan      | Wales     | Erica M. Lamountain | Wales       |

### DEATHS 2012-2013

|          |                         |     |       |                          |     |
|----------|-------------------------|-----|-------|--------------------------|-----|
|          |                         |     | 9     | Shirley Anna Boucher     | 83  |
| Date     | Name                    | Age | 10    | Sarkis Toshikian         | 83  |
|          |                         |     | 11    | Eugene Stevens Wright    | 79  |
| January  |                         |     | 13    | Sophie J. Gladkowski     | 88  |
| 4        | Donald Davis Pearson    | 82  | 13    | Doris Lorraine Skomro    | 87  |
| 6        | Lila Lee Haendiges      | 78  | 17    | Eleanor I. Skowronek     | 85  |
| 11       | Gilbert J. Surprenant   | 65  | 23    | Patricia Drummond        | 77  |
| 11       | Judith E. Harris        | 63  | 23    | Joseph A. Wysmutek       | 91  |
| 13       | Juanita Nacsin          | 87  | 25    | Lionel R. Benoit         | 89  |
| 16       | Nancy Ann Cavanaugh     | 77  | 26    | Chester William Pikul    | 86  |
| 17       | Heather Ann North       | 41  | 28    | Svea Ginhild Swanson     | 86  |
| 19       | Walter T. Jensen, Jr.   | 72  | 29    | Peter F. Roy             | 49  |
| 21       | Walter P. Lech, Jr.     | 67  | 30    | Norma G. Kusek           | 83  |
| February |                         |     | April |                          |     |
| 4        | Ellen Margaret Haggerty | 87  | 4     | Patricia Beaulieu        | 81  |
| 4        | Pauline N. Pisarski     | 83  | 6     | Eleanor R. Gernux        | 84  |
| 6        | Hedwig A. Workum        | 88  | 9     | Jeannette C. Duffy       | 93  |
| 6        | Lillian Benedicta Smith | 86  | 9     | Robert James Squires     | 60  |
| 9        | Anna Zieminski          | 86  | 10    | Irene E. Plato           | 93  |
| 12       | Edward J. Bradlenski    | 90  | 10    | Virginia Ann Bressette   | 87  |
| 13       | Brian William Campagna  | 59  | Date  | Name                     | Age |
| 13       | Thomas J. Boylan        | 90  | April |                          |     |
| 15       | Charlotte Jane Saucier  | 69  | 11    | Sylvia Mary Desforges    | 74  |
| 16       | Jeannette Claire Syper  | 100 | 11    | Kathryn May Church       | 71  |
| 16       | Stella Louise Fotiathis | 62  | 14    | Helen C. Janulewicz      | 80  |
| 19       | Yvette Sylvia Cloutier  | 90  | 15    | Robert Francis Bordeaux  | 66  |
| 20       | Adele Kempestry         | 92  | 17    | Helen Elizabeth Zisk     | 80  |
| 22       | Theresa E. Wasiuk       | 58  | 17    | Anna Elvira Desotell     | 92  |
| 23       | Madelyn B. Ksen         | 90  | 17    | Ruth B. Sheldon          | 76  |
| 24       | Jessie P. Tyburski      | 89  | 21    | Annette Breton           | 96  |
| 26       | Cynthia C. Henry        | 75  | 21    | William David Rondeau    | 56  |
| Date     | Name                    | Age | 21    | Natalie Sharon Pascal    | 47  |
| February |                         |     | 23    | Anna S. Troie            | 85  |
| 28       | Barbara Jane Conley     | 82  | 23    | Mary Elizabeth Ferrando  | 76  |
| 28       | Donna Lee Record        | 59  | 24    | Walter J. Kusek          | 94  |
| March    |                         |     | 24    | Harry Spencer Smith, Jr. | 63  |
| 2        | Gertrude C. Federico    | 85  | 24    | Marguerite C. Skura      | 82  |
| 3        | Gloria Hickson          | 78  | 24    | Robert V. Syrek          | 44  |
| 4        | Laura Ellen Bohn        | 53  | 25    | Helen L. Hibbard         | 80  |
|          |                         |     | 28    | Marie Sheline            | 94  |

|     |                        |    |
|-----|------------------------|----|
| May |                        |    |
| 2   | Edward F. Russell, Sr. | 89 |
| 2   | Matilda Gola           | 88 |
| 5   | Doris H. Belanger      | 83 |
| 11  | Denielle M. Hugli      | 44 |
| 12  | Lori L. Killian        | 48 |
| 13  | Corinne Ann Goncalves  | 61 |
| 15  | Donald Ernest Lepine   | 74 |
| 16  | Mary S. Charwick       | 86 |
| 16  | Priscilla Lloyd        | 87 |
| 20  | Joseph F. Halgas       | 69 |
| 22  | Frank Michael Hannum   | 77 |
| 23  | Mark Alan Walker       | 55 |

|      |                          |     |
|------|--------------------------|-----|
| June |                          |     |
| 2    | Richard Michael Hogan    | 59  |
| 3    | Bertha Kowalski          | 95  |
| 3    | Stanislaw Koprek         | 66  |
| 4    | Esther Loretta Smith     | 88  |
| 4    | Janina Mastalerz         | 93  |
| 4    | Vincente Rojas           | 78  |
| 10   | Marita Kay Riggan        | 65  |
| 10   | Ruth L. Gray             | 90  |
| 11   | Alice H. Chicon          | 88  |
| 14   | Joseph Robert Castledine | 89  |
| 16   | Omar Joseph Gagne        | 4   |
| 16   | N. Anita Russis          | 77  |
| 19   | Carol Ann Badman         | 53  |
| 20   | Elizabeth Luthera Haley  | 99  |
| 22   | Brenda Carol McLean      | 64  |
| 24   | Raymond Beauregard       | 62  |
| 25   | Robert Paul Siciliano    | 72  |
| Date | Name                     | Age |

|      |                            |    |
|------|----------------------------|----|
| June |                            |    |
| 26   | Geniveive Francis Boidleau | 90 |
| 28   | Mary S. Ashe               | 84 |
| 30   | Lori Ann Grippo            | 52 |

|      |                        |    |
|------|------------------------|----|
| July |                        |    |
| 2    | Grace B. Jones         | 95 |
| 2    | Rose Ann Sroka         | 93 |
| 4    | Lynn Janet Paydos      | 28 |
| 4    | Barbara Grace Riga     | 86 |
| 5    | Adella V. Zarenko      | 79 |
| 5    | Cecelia Ann Nicholas   | 79 |
| 6    | Julia B. Pikul         | 88 |
| 6    | William K. Prendergast | 84 |
| 9    | Anne M. Goodhind       | 80 |
| 10   | Hector Pelletier, Jr.  | 66 |
| 10   | Vincent W. O'Malley    | 83 |
| 11   | Erma June Taylor       | 88 |
| 12   | Barbara O. Forgette    | 66 |
| 12   | Albina M. Duda         | 79 |

|    |                       |    |
|----|-----------------------|----|
| 14 | Theresa M. Cavanaugh  | 93 |
| 15 | Marilyn Pearl Gilbert | 79 |
| 20 | Stephanie S. Libera   | 77 |
| 22 | Theresa Ann Veneroni  | 94 |
| 25 | Lewis J. Kapinos      | 87 |

|        |                             |    |
|--------|-----------------------------|----|
| August |                             |    |
| 1      | Peter J. Bokun              | 88 |
| 3      | James John Foley            | 90 |
| 6      | Frances T. Bigda            | 92 |
| 7      | Joseph John Kusek           | 92 |
| 8      | Lois J. Curran              | 76 |
| 9      | Edward Wallace Roberts, Jr. | 65 |
| 10     | Howard Walter Boulette      | 76 |
| 16     | Florence T. Zabawa          | 91 |
| 16     | Geraldine H. Lawless        | 81 |
| 17     | Richard Leo LeBlond         | 83 |
| 18     | Mildred A. Lindsay          | 94 |
| 18     | James A. Thompson           | 82 |
| 23     | Albert T. Minns             | 94 |
| 23     | Leonard F. McCarthy         | 92 |
| 26     | Thomas Joseph McLaughlin    | 85 |
| 28     | George Norman Gustafson     | 75 |
| 29     | Donald Joseph Massey        | 76 |

|           |                       |     |
|-----------|-----------------------|-----|
| September |                       |     |
| 1         | Harold Richard Wright | 72  |
| 3         | Cheryl Ann Heywood    | 60  |
| 6         | Betty May Westcott    | 79  |
| 6         | Jon Allan Hale        | 65  |
| 8         | Emelda Grout          | 95  |
| 13        | Alice G. Riley        | 88  |
| 13        | Richard J. Haley      | 71  |
| Date      | Name                  | Age |

|           |                        |    |
|-----------|------------------------|----|
| September |                        |    |
| 14        | Lionel A. Roberge      | 92 |
| 16        | William Alfred Coulter | 89 |
| 19        | Dawn Marie Dennis      | 69 |
| 19        | Roger S. Willis        | 76 |
| 20        | Stella V. Lansing      | 86 |
| 25        | Stephen J. Suschana    | 69 |
| 26        | Roger C. Benoit        | 62 |
| 29        | Alfred Vincent Franco  | 91 |
| 30        | Armand J. Archambault  | 69 |

|         |                          |    |
|---------|--------------------------|----|
| October |                          |    |
| 1       | Thelma Flora MacKenzie   | 90 |
| 3       | Ronald Joseph Laviolette | 80 |
| 3       | Kenneth R. Mercure       | 71 |
| 4       | Isabel Marilyn Ross      | 81 |
| 7       | Francis C. Bukowski      | 89 |
| 7       | Johanna H. Wojcik        | 91 |
| 8       | Jane T. Swiderski        | 80 |
| 11      | Carol A. Lubarsky        | 68 |

|    |                            |    |
|----|----------------------------|----|
| 12 | Phill Jackson              | 68 |
| 17 | Genevieve S. Bycenski      | 93 |
| 20 | Korena B. Harper           | 41 |
| 21 | Carol Ann Maslon           | 67 |
| 24 | Joseph Stanley Gill        | 97 |
| 27 | Lidia Martins Fernandes    | 92 |
| 30 | Douglas Eugene Warner, Jr. | 84 |
| 31 | Roberta A. Cadieux         | 65 |

#### November

|    |                           |    |
|----|---------------------------|----|
| 1  | Juanita H. Gralinski      | 92 |
| 1  | Nathan Patrick Kamienski  | 19 |
| 3  | Renee D. Kirley           | 46 |
| 8  | William M. Zalewski       | 60 |
| 12 | Gerard D. Matthieu        | 56 |
| 16 | Eugene D. Beauchemin, Jr. | 80 |
| 17 | Deborah Joan Boudreau     | 54 |
| 22 | John Edward Lawrence      | 64 |
| 23 | Carroll E. White          | 83 |
| 28 | Doris Mary Magiera        | 84 |

#### December

|      |                          |     |
|------|--------------------------|-----|
| 3    | Helen A. Walinski        | 84  |
| 8    | James Gamache            | 47  |
| 9    | Maria Danek              | 86  |
| 10   | Elizabeth L. Dean        | 66  |
| 11   | Richard G. Lansing       | 89  |
| 11   | Marjorie L. LaFleur      | 77  |
| 12   | Warren Alonzo Richardson | 98  |
| 13   | Judith Marion Cook       | 58  |
| 16   | Josephine G. Yurkunas    | 92  |
| 16   | Naomi Marie Ruffner      | 82  |
| 16   | Harold L. Olson          | 86  |
| Date | Name                     | Age |

#### December

|    |                         |     |
|----|-------------------------|-----|
| 17 | Gloria Frances Wolanik  | 82  |
| 18 | Helen A. Smola          | 100 |
| 20 | Christa G. Bressette    | 79  |
| 25 | Florence Marie Perrault | 91  |
| 25 | Manuel Suarez           | 36  |
| 25 | Maria Sauer             | 84  |
| 27 | Gordon E. Loux          | 89  |
| 27 | Robert L. Langevin      | 85  |
| 28 | Francis J. Such         | 83  |
| 29 | Francis G. Real, Jr.    | 75  |
| 29 | Barbara J. Richard      | 87  |
| 30 | Stanley V. Obara        | 87  |

#### January 2013

|   |                        |    |
|---|------------------------|----|
| 2 | Theresa M. Routier     | 85 |
| 3 | Donald Carpenter Vaill | 90 |
| 4 | Louise J. Fontaine     | 71 |
| 5 | Coleman Burrell        | 90 |

|    |                               |    |
|----|-------------------------------|----|
| 5  | Estelle M. Lavoie             | 85 |
| 7  | Bertha H. Foschini            | 98 |
| 8  | Walter J. Swiatlowski         | 92 |
| 9  | Harvey R. Martin, II          | 65 |
| 11 | Paulette Barlow               | 87 |
| 12 | Martha W. Nevue               | 85 |
| 13 | Benjamin Anthony Gagliarducci | 95 |
| 14 | Gary Syrett                   | 77 |
| 16 | Paul Brookfield               | 51 |
| 17 | Alexandra V. Bigda            | 88 |
| 25 | Rosemary Narreau              | 72 |
| 26 | Alice M. Rudnick              | 91 |
| 26 | Joseph Francis Noone III      | 56 |
| 28 | Raymond A. Lindsay            | 91 |
| 29 | Nancy A. Santos               | 76 |
| 30 | David H. Siegle               | 66 |

#### February

|    |                        |    |
|----|------------------------|----|
| 1  | Chester Davis Judkins  | 59 |
| 3  | Shirley L. Robert      | 75 |
| 4  | Edward A. Balicki      | 85 |
| 4  | Joan M. Donahue-Moran  | 76 |
| 7  | Rita Catherine Johnson | 95 |
| 8  | Constance E. Coulter   | 86 |
| 11 | Beverly J. Gordon      | 81 |
| 12 | Robert J. Donovan      | 85 |
| 19 | Annie E. Lichwala      | 92 |
| 19 | Linda J. Lizak         | 62 |

#### March

|      |                   |     |
|------|-------------------|-----|
| 4    | Sophie A. Butler  | 71  |
| 4    | Alice E. Mohamed  | 89  |
| 5    | Michael A. Kenney | 47  |
| Date | Name              | Age |

#### March

|    |                              |    |
|----|------------------------------|----|
| 9  | Joan Marie Lawler            | 73 |
| 10 | Ruth R. Gebron               | 90 |
| 11 | Alexandra E. Pietrewicz      | 89 |
| 12 | Michael Angelo Raffaele, Jr. | 74 |
| 12 | Elaine Joan Scott            | 77 |
| 19 | Charles L. Malloy            | 78 |
| 19 | Russel A. Brown              | 56 |
| 21 | Richard Calabrese            | 71 |
| 23 | Richard J. LaFleur, Sr.      | 77 |
| 23 | Frank W. Anderson, Jr.       | 85 |
| 23 | William James Wilkinson      | 82 |
| 24 | Charles E. St. John          | 71 |
| 24 | Wallace H. Worby             | 93 |
| 26 | Frank Edward Kopacz          | 92 |
| 30 | Maria Krystofik              | 64 |

#### April

|   |                       |    |
|---|-----------------------|----|
| 4 | Jeanette F. LaPlante  | 92 |
| 6 | Nelson Lionel Bonsant | 69 |

|    |                          |    |
|----|--------------------------|----|
| 6  | Jason William Fournier   | 35 |
| 8  | Wilfred Romeo Berthiaume | 81 |
| 11 | Sophie Anne Dobek        | 84 |
| 11 | Diane Catherine Polom    | 78 |
| 12 | Robert Arthur Baker, Sr. | 72 |
| 12 | Alfred J. Ridz           | 92 |
| 13 | Phyllis Arlene Lamoureux | 93 |
| 13 | Louise T. Geiger         | 82 |
| 17 | Paul Luther Hattler      | 82 |
| 18 | Gertrude M. Charland     | 86 |
| 18 | Mark S. O'Connell        | 58 |
| 19 | Jesus Chuey Gonzales     | 60 |
| 24 | Doris Rosamond Trombly   | 91 |
| 25 | Geraldine Kostolecki     | 94 |

| Date  | Name                          | Age |
|-------|-------------------------------|-----|
| April |                               |     |
| 26    | Mary C. Smola                 | 99  |
| 26    | Wallace Alfred Goyette        | 85  |
| 29    | Edward Maurice Lundrigan, Jr. | 79  |
| May   |                               |     |
| 1     | Alice S. Smola                | 91  |
| 10    | Russell Charles Marier, Jr.   | 50  |
| 10    | Eda J. Woods                  | 88  |

|    |                          |    |
|----|--------------------------|----|
| 11 | Beatrice R. Zebrowski    | 89 |
| 13 | Roger William Barnes Sr. | 79 |
| 17 | Rachel A. Whitten        | 89 |
| 17 | Vera M. Hurrinus         | 94 |
| 18 | Mark Andrew Press        | 61 |
| 18 | George J. Galipeau       | 85 |
| 20 | Phyllis Elaine Walder    | 88 |
| 20 | Thomas B. McMullen, Jr.  | 60 |
| 25 | Darlene Jean Morin       | 58 |
| 25 | Mary E. Magarian         | 85 |
| 25 | Anna Maria Tardif        | 48 |
| 29 | Stanley Pilch            | 94 |

|      |                              |     |
|------|------------------------------|-----|
| June |                              |     |
| 1    | Eric Aaron Demetrion         | 33  |
| 1    | Steven Robert Safford        | 29  |
| 4    | Louis A. Swirecki            | 94  |
| 5    | Carolina Goncalves Fraga     | 87  |
| 8    | Bolac J. Skowron             | 89  |
| 12   | Tracy Louise Tetreault       | 48  |
| 16   | John J. Chrabaszcz           | 85  |
| 17   | Donald A. Dragon, Jr.        | 55  |
| 18   | Ida C. Dragon                | 97  |
| 18   | Buster Johnson, Sr.          | 81  |
| 19   | Ruth E. Leja                 | 67  |
| 20   | Anne S. Grabowski            | 98  |
| 21   | Albertine Rena Gagne-LaSalle | 101 |
| 30   | Doris Eva Kivior             | 86  |

## **CONSERVATION COMMISSION**

### **Conservation Commission Introduction**

The Palmer Conservation Commission (The Commission) administers the Massachusetts Wetlands Protection Act (WPA) (M.G.L. Chapter 131 Section 40) and associated regulations (310 CMR 10.00). The Commission also reviews all Forest Cutting Plans within the town, all septic system plans within the jurisdiction of the WPA and any project within areas of protected rare/endangered species and/or priority habitat governed by the National Heritage Endangered Species Program (NHESP), a division of the Massachusetts Fisheries & Wildlife.

Accordingly, any proposed activity that may remove, fill, dredge or alter a wetland resource area is subject to The Commission approval. Wetlands that are subject to protection under the act include any area within 100 feet of a swamp, marsh, forested wetland, vernal pool, pond, intermittent stream, and the 100-year flood zone. The Commission also has jurisdiction within 200 feet of any stream that flows year round, unless the stream is designated as a densely developed area. In this case, the jurisdiction is from the mean annual high water mark 25 feet out. It should be noted that wetlands may not be wet all year round and low areas that flood in the spring may be considered wetlands as well.

The 1988 Palmer Wetlands Protection Ordinance was also amended and unanimously approved by Town Council on August 12, 2013 and will go into effect on September 1, 2013.

### **The Role of the Conservation Commission**

The Conservation Commission regulates permit activities that may alter wetlands or their buffer zones in protected areas. Regulated activities include, but are not limited to, dumping leaves, brush, grass, debris, cutting trees or shrubs, reconstructing lawns, building or constructing any type of structures or a septic system, grading, excavating, or filling, changing storm water discharge, polluting wetlands or streams, creating any impervious surface (paving a driveway). Activities within protected area may require a permit, for more information on any given project please consult our Wetlands Protection Brochure available in the Conservation Commission Office.

The Commission has also had several violations that occurred in 2012 resulting in Enforcement Orders and cease and desist letters; many of which are still ongoing.

### **Members of the Conservation Commission**

The Commission is made up of Palmer residents that share a passion for protecting the wetland resources of the town. Commissioners are appointed by the Town Manager for a three-year term. The commissioners and staff are continuously educating themselves through training programs, seminars and conferences sponsored by the Massachusetts Department of Environmental Protection (DEP) and the Massachusetts Association of Conservation Commissions (MACC) in order to stay current with constantly evolving rules and regulations, updated scientific data and best management practices.

The following Conservation Commission Member served in 2012: Mr. Robert Ring (Chair), Mr. Donald Duffy (Vice-Chair), Mr. Peter Izyk, Mr. Matthew Trybus, and Mr. Dennis Cote. There are currently two open vacancies on the Commission and all interested resident should send a letter of request to the Town Manager.

Additionally, the Commission has had a shift in staff this year. Angela Panaccione has replaced Glenn Colburn as the Agent as of January 1, 2013. Mr. Colburn had served the Commission for the past year and all his hard work and efforts were truly appreciated. As Agent, Ms. Panaccione is responsible for providing guidance, administrative and technical support to the Commission, as well as with enforcing the Wetlands Protection Act and the Town of Palmer's Wetlands Protection Ordinance.

**Table 1: Total fillings per category/ per year**

| PERMITS   | YEARLY TOTAL<br>2013 | YEARLY TOTAL<br>2012 | YEARLY TOTAL<br>2011 |
|---|----------------------|----------------------|----------------------|
| Request for Determining<br>Applicability/ Determination of<br>Applicability               | 10                   | 9                    | 5                    |
| Notice of Intent/<br>Order of Conditions/Amended<br>NOI & OOC                             | 4                    | 3                    | 2                    |
| Abbreviated Notice of Resource<br>Area Delineation/ Order of<br>Resource Area Delineation | 1                    | 0                    | 0                    |
| Requests for Extensions of<br>Orders of Conditions  | 0                    | 0                    | 4                    |
| Enforcement Orders/Cease &<br>Desist Letters (violations)                                 | 3                    | 2                    | 1                    |
| Emergency Certifications  | 3                    | 1                    | 0                    |
| Certifications of Compliance  | 1                    | 3                    | 0                    |
| Site Visits   | 83                   | 70                   |                      |

**Important Issues and Accomplishments of 2013**

Over the 2013 Fiscal year the Commission has been extremely busy dealing with many important conservation issues and the permitting of various large scale developments, such as:

- **Ordinance Amendments:** Over the past several years the Commission held several working sessions to revise the 1988 Wetlands Protection Ordinance. The revised Ordinance is intended to provide protection for valuable wetlands and resources areas defined in the WPA. The revised Ordinance is more also more user friendly, and supplies property owners with more protection for their lands. The revised Ordinance is also up to date, and in compliance with new state laws and regulations, such as the 1996 Rivers Protection Act. Overall, the revised Ordinance will serve to protect water quality, flood control, vernal pools, fisheries and wildlife habitat, agricultural and forestry activities and personal property rights. The proposed non-zoning bylaws are intended to provide more rigorous wetlands and natural resources protection which will serve to protect/provide erosion and sediment control, protect water quality, protect rare species habitat, protect recreational values and protect agricultural activities.
- **Palmer Motorsports Facility (DEP #256-0256):** Since 2006, the Commission has actively been working with Palmer Motorsports Inc. to permit a facility in off West Warren Road. The final Order of Conditions was issued this year, for a revised plan eliminating all disturbances in the River Front Area. The Commission also gained 100 acres of new Conservation Land in the process, which will connect with the US Fish & Wildlife land to the east and provide a trail connection via Quarry Road, to Coronel Mountain trail system.
- **Internship Program:** The Commission has developed an Internship program with high school students from Palmer Regional High School and the Environmental Science Department at UMASS Amherst to assist the conservation commission in 2013. Interns have updated the files, digitizing the applicant data base, working on trail mapping and trail maintenance as well as conducting wildlife habitat assessments and inventories of town conservation lands.
- **Monitoring and Compliance:** The Commission has begun a monitoring program for permits to ensure compliance with the Orders of Conditions (OOC). The process includes pre-

construction/pre-work site visit to inspect erosion and sediment controls and compliance checks with open permits to ensure all conditions are being met. The Commission is also developing a permit tracking system in order to notify applicants of upcoming permit expirations. By notifying land owners with open OOC, The Commission seeks to close the permits and ensure all work was completed in compliance with the WPA and the Town of Palmer's wetlands Protection Ordinance.

- **Education and Outreach on Environmental Issues:** This year The Commission has developed a reference library in the office with an assortment of environmental educational materials for the public dealing with Wetlands Protection and other conservation issues. The Commission now has up to date reference manuals, available both electronically and by hard copy, of all the supplemental regulations and guidelines provided by DEP for Wetlands Protection. For a complete list of materials, please contact The Commission directly.
- **Forest Legacy Program:** The Commission has actively been participating in the Mass Conn Sustainable Forestry Project to gain Forest Legacy status for our community. As of earlier this year, the area has been accepted as a Forest Legacy Area. This will open doors for funding for research, open space protection and land acquisition as early as 2015.

#### Goals/Activities for 2014

- **Conservation Area Inventory:** The enabling legislation that created conservation commissions in 1957 authorizes Conservation Commissions to inventory the municipality's natural resources and to prepare relevant maps and plans. The goal of the conservation lands inventory is to identify and map all protected and unprotected land of interest for open space or recreation use. This inventory will be developed by reviewing the files of lands held by the Town and lands with special tax exempt or tax reduced status (Chapter 61, 61A and 61B, APR and CR lands). The inventory will categorize the conservation, recreation and significant vacant lands in Town and identify the Assessors Map-Lot reference, the location, lot area, owner, status for public access. UMASS student and Conservation Intern Sarah Brodeur has been assisting the Commission through this process, along with conducting additional wildlife habitat assessment of the various town owned Conservation Lands.
- **Open Space and Recreation Plan:** One of the primary mandates for Conservation Commissions is protecting Open Space. Open Space and Recreation Plans are therefore coordinated by Commissions. Palmer plan expired in March 2013 and there is currently no time available for work on the updated plan. Without a current OSRP, Palmer is not eligible for a vast array of federal and state grants for land acquisition and conservation issues. Palmer is in the process of re-structuring the OSRP committee and will be developing a survey to distribute to the community aimed at identifying the open space and recreation needs and goals of Palmer as a whole.
- **Up to Date and Accurate Website:** The Commission will be updating its website with current information on the commission and Wetlands Protection in Palmer. Agendas and Minutes will soon be posted regularly and can be accessed any time. Also, a meeting schedule with submission deadlines for the year will be incorporated to assist applicants with the filing process.

The Commission is always looking to expand its base through associated members, interns or volunteers (for water quality monitoring, river clean-up and trail maintenance this summer). Anyone interested should contact the Commission at [conservation@townofpalmer.com](mailto:conservation@townofpalmer.com).

The Commission would also like to take this opportunity to thank Interns Alex LaMarshe and Sarah Brodeur for all their hard work and effort this year! The Commission would also like to thank all the

residents of Palmer for their support over the past years.

Respectfully Submitted,

Angela C Panaccione  
Conservation Agent  
Palmer Conservation Commission

## **PLANNING DEPARTMENT**

The Palmer Planning Board, consisting of five elected members, met regularly during the twelve-month period of July 1, 2012 thru June 30, 2013. It is the Board's policy to meet as often as necessary to conduct business deemed appropriate under General Laws and the Charter of the Town of Palmer, generally the first and third Mondays of each month if meeting space is available.

The Planning Department is comprised of the following elected members and staff:

### **Elected Board Members**

|               |                   |
|---------------|-------------------|
| Chairman      | Michael Marciniac |
| Vice Chairman | Norman Czech      |
| Clerk         | Andrew Golas      |
|               | Thomas Skowyra    |
|               | Kathy Burns       |

### **Staff**

|                           |               |
|---------------------------|---------------|
| Town Planner              | Linda Leduc   |
| Part-Time Principal Clerk | Nicole Parker |

Over the past year, there has been an addition to our planning staff. In November 2012 Ms. Nicole Parker was hired as a part-time Principal Clerk. Ms. Parker is integral in providing the much needed administrative support to the Town Planner, the Planning Board, Zoning Board of Appeals, and Palmer Redevelopment Authority. The Board would like to welcome our new Planning Department staff.

During the past 12-months, the Planning Board held twenty-three regular meetings, as well as conducted numerous site inspections and review inspections. In addition to our own meetings, we have also had meetings with other Boards and Committees and have attended seminars and workshops to help better prepare our members for the positions for which they have been elected. During these various public meetings, the Board held hearings and acted on four Special Permits, eight Site Plan Approvals, seven stormwater permits, and signed seven Subdivision Approval Not Required (SANR) plans that met current zoning requirements and therefore are deemed exempt from subdivision regulations.

The Board also held hearings and made a recommendation on four zoning amendments. The first enacted a one-year moratorium on Medical Marijuana Treatment Centers. Two were specific to changes in the zoning map as two parcels were added to the Highway Business Zone on Breckenridge Street. Lastly, the Board recommended a change in the height restriction for large-scale entertainment facilities within the applicable commercial zoning districts.

The Permit Extension Act, from the Acts of 2010, continued to be in affect this year, and extended all of the annual gravel removal special permits for another year so that renewal of them was unnecessary. The Board, however, continues to inspect all of the locations three times during the operating season and maintains current bonds, liability insurance and inspection fees.

During FY13, the Board reviewed three Site Plans for ground mounted photovoltaic systems, in which all were approved with extensive conditions and liability bonds. Including the first project approved in



FY12, the total amount of solar energy to be produced in Palmer is 11.25 MW. A 1.25 MW system was constructed at Draper Farm, Boston Road and is currently operational. A second installation, presently under construction on Norbell Street, was permitted in August of 2012 and will produce a total of 2.4 MW. A 3.0 MW system will be located on State Street and a final project, approved in June 2013, will generate 4.6 MW of solar power on Baptist Hill Road. The culmination of these projects will result in the Town of Palmer being one of the leading communities in the state for commercial solar power generation. The Town has negotiated PILOT agreements with these companies, which will result in annual tax revenues in excess of \$130,000.00. This also offers the Town the opportunity to enter into Power Purchase Agreements to reduce our own municipal energy costs.

The Board, through Energy Committee representation, supported a second Green Communities grant application to fund Phase 2 of the Town Hall HVAC project. On June 25, 2013, the Town was awarded \$224,190.00 for installation of a new energy management system, replacement of the existing ventilator units, thermostats and piping system, as well as installation of vending machine misers. This project will result in a complete upgrade to the HVAC system as the boiler and chiller units were replaced last summer also with Green Community funds. With the ever-changing technology in the area of power generation and conservation and in consideration of the federal and state incentives that are currently being offered, we continue to pursue promising programs that will benefit the residents by stabilizing our energy costs and replacing aging infrastructure.

Economic Development is of course a priority for many Palmer residents and is also a concern for the Planning Board and staff. There has been a modicum of interest relative to development of the five Priority Development Sites; two are currently covered by a lease or option to purchase, one of the development sites has realized the development of an office building. Further, the Department has met numerous times with representatives of Palmer Motor Sports for the racetrack now under construction on West Ware Road, Mohegan Sun for the proposed casino project and Northeast Realty regarding the future commercial development at the Shearer Street point.

The Board continues to work on improving its site design standards and is currently updating the existing parking requirements and adding more sustainable design standards to the process. These will be implemented through amendment of our current Site Plan Review criteria. Additionally, in response to the moratorium for siting medical marijuana dispensaries, the Planning Board is composing a zoning ordinance to address the specific needs of the use. The Board also is considering a new commercial business district to accommodate denser more vertical building development centered-around pedestrian-oriented plazas. This zoning would be applicable to the Thorndike Street corridor as extensive development interest continues to be oriented proximal to the Mass Pike exchange.

In closing, the Planning Board would like to thank the citizens of Palmer, elected officials, town boards and the Planning Department staff for assisting us in our planning endeavors.

Respectfully Submitted,

Michael S. Marciniac  
Chairman

## **BUILDING DEPARTMENT**

This portion of the Town Report is in tribute to Richard Rollet. Mr. Rollet retired in June of this year. He was hired as Inspector of Buildings for the Town of Palmer in 1978, soon after the Commonwealth of Massachusetts State Building Code was adopted. Richard Rollet served in that capacity for the next thirty-six years. As a pioneer in the field of Building Safety through Building Code inspections and enforcement he could always be counted on for straight answers and solid advice. So, for all he has done for the citizens of Palmer, and for the field of Building Safety through code enforcement, those of us who knew and worked with him extend our sincere and heartfelt thanks.

Between July 1, 2012 and June 30, 2013 permit applications, specifications and plans were reviewed, permits were issued and construction monitored for the following:

### **Permits Issued in FY-13**

|   |             |
|---|-------------|
| New Single Family Homes   | 4           |
| New Public Buildings  | 1           |
| New Solar Fields  | 2           |
|   |             |
| Residential Additions   | 9           |
| Commercial Additions  | 5           |
|   |             |
| Residential Renovations   | 74          |
| Commercial Renovations  | 15          |
|   |             |
| Mobil Home Replacement  | 1           |
|   |             |
| Barns & Garages   | 13          |
| Carports  | 2           |
| Sheds   | 20          |
| Decks, Porches & Stairs   | 38          |
| Above Ground Pools  | 9           |
|   |             |
| Commercial - roofing, siding, insulation,<br>window or door replacement | 13          |
| Residential - roofing, siding, insulation<br>window or door replacement | 246         |
|   |             |
| Signs   | 19          |
| Solid Fuel Burning Equipment & Chimneys                                 | 46          |
| Sheet Metal & Mechanical Permits  | 10          |
| Demolition  | 13          |
|   |             |
| Occupancy Permits   | 57          |
|   |             |
| Certificates of Inspection (Inspections for<br>specified use groups)    | 46          |
|   |             |
| Electrical Permits  | 252         |
| Gas Permits   | 87          |
| Plumbing Permits  | 147         |
|   |             |
| <b>TOTAL</b>  | <b>1129</b> |

Respectfully Submitted,  
Bonita Weeks  
Acting Inspector of Buildings

## **BOARD OF HEALTH**

The Board of Health is required by state statutes and regulations to perform many important and crucial duties relative to the protection of public health, the control of disease, the promotion of sanitary living conditions, and the protection of the environment from damage and pollution.

This year the Board of Health has increased its services from a part time agent to a full time agent. With the increase of service our hope is to increase our abilities to prevent, promote and protect public health in the community.

Joshua Mathieu was hired as the new full time Public Health Agent. Susan Hintze, Administrative Clerk, and Joshua operate the day to day activities of the Board of Health.

The office is located in the Town Hall and open from 9am-5pm. The Board of Health consists of a three member board: Jayne Heede, Public Health Nurse, John Lukaskiewicz, Secretary, and Paul Benard, Chairman. The Board meets on the second Tuesday of each month at 6:00pm in the Town Hall.

This year we had a drug take back day in April and took in any unused or outdated drugs. The drugs were transported by the Palmer Police Department to a facility and destroyed. We applied for and obtained a \$500.00 grant to purchase SHARPS containers for the disposal of used needles. The 100 SHARPS containers were dispensed free of charge to be returned to the Health Department for disposal.

We held three scheduled influenza immunization clinics and also made visits to homebound residents. The clinics were held at Divine Mercy Parish, Converse Middle School and the Palmer Fire Department. The state supplied 140 doses of vaccine that were used for uninsured or underinsured adults. Wing Memorial Hospital donated supplies, handout materials and disposed of the used needles. The Board would like to thank the nurses, Jayne Heede, Rose Tyburski and Regina Janosz who so generously gave their time to the clinics and have done so for many years. Thanks also to the volunteers and the facilities that donated space.

We continue to promote the safe use of tobacco and youth access prevention within our community. This year we hosted a tobacco retailer training program in July at the Palmer public library. We currently have 22 licensed tobacco establishments in town.

In the event of any natural disaster or public health emergency, we continue to develop and up-date our ALL-Hazards Emergency Dispensing Plans and shelter plans.

The Board issues licenses and inspects all food establishments under 105 CMR 590.000: State Sanitary Code Chapter X – Minimum Sanitation Standards for Food Establishments. The 95 licensed food establishments are inspected twice a year for facility cleanliness, food safety, food security, consumer protection and up-to-date certifications. All foodborne illness reports are immediately investigated.

The Massachusetts Sanitary Code, Chapter 11 Minimum Standards of Fitness for Human Habitation provides detailed standards for safe and sanitary housing. All persons should be afforded a suitable living environment. Inspections are done upon request or when a complaint is received. Housing compliance inspections were done for more than 90 residences and correction orders were issued as necessary. The Board of Health also investigates all nuisances, sources of filth and causes of sickness within the town.

The Massachusetts Bureau of Communicable Disease Control requires the Board of Health to conduct a disease surveillance follow-up investigation for all notifications of a confirmed or unconfirmed communicable disease event in the Town. Palmer is now live on the Massachusetts Virtual Epidemiologic Network – MAVEN. MAVEN is a new web based disease surveillance and case management system that enables the Massachusetts Department of Public Health to capture and transfer appropriate public health, laboratory and clinical data efficiently and securely over the internet in real-

time. The following are the cases we responded to this year.

|  |   |            |
|--|---|------------|
| Campylobacteriosis                       |   | 2          |
| Haemophilus Influenzae                   | 1 |            |
| Hepatitis B                              |   | 2          |
| Hepatitis C                              |   | 10         |
| Human Granulocytic Anaplasmosis          |   | 1          |
| Influenza                                |   | 31         |
| Lyme Disease                             |   | 16         |
| Pertussis( and other Bordetella species) | 5 |            |
| Rocky Mountain Spotted Fever             | 1 |            |
| Salmonellosis                            |   | 1          |
| Streptococcus pneumonia                  |   | 3          |
| TB-LTBI-(Latent tuberculosis)            | 5 |            |
| Toxoplasmosis                            | 3 |            |
| Tularemia                                |   | 1          |
| <b>Total</b>                             |   | <b>103</b> |

Wendy LaSage, Animal Inspector, investigates all dog and cat bites, possible exposure to rabies, issues quarantines as needed and conducts annual barn inspections. We had 21 dog and cat bites this year.

Sanitary sewage disposal is closely regulated to ensure the health and wellbeing of the community. The Department of Environmental Protection (DEP) regulates the surface disposal of sanitary sewage known as Title 5 of the State Environmental Code. Title 5 establishes minimum statewide standards for the design, use, siting and construction of septic systems. The Board of Health's role is to enforce the Title 5 regulations by reviewing preliminary plans for siting and design, witness percolation tests, act upon applications for permits to install, modify and repair septic systems, inspect septic installations, repairs and upgrades and order corrective measures when violations are found. To ensure proper septic system construction and handling of pumped sewage the Health Department requires annual permits for disposal works installers and septage haulers. This year we witnessed 13 percolation tests, inspected 8 septic system installations, licensed 11 installers and 15 haulers.

We are members of the Hampden County Health Coalition that coordinates and collaborates with the county's public health entities to improve the quality of life for our residents.

We are members on the advisory committee for the Western Mass Casino Health Impact Assessment WMCHIA. This committee is conducting a Health Impact Assessment (HIA) to examine potential health impacts regarding the proposed casinos in Western Mass.

We are members of the Quaboag Regional Emergency Planning Committee. This Regional Emergency Planning Committee is committed to creating and maintaining a regional hazardous materials plan.

The Board of Health issued the following permits:

|  |           |
|--|-----------|
| <b>1-Day Food</b>                      | <b>12</b> |
| <b>Bakery</b>                          | <b>5</b>  |
| <b>Body Art Establishment</b>          | <b>1</b>  |
| <b>Body Art Practitioner</b>           | <b>1</b>  |
| <b>Catering</b>                        | <b>1</b>  |
| <b>Convenience Store</b>               | <b>30</b> |
| <b>Deli</b>                            | <b>3</b>  |
| <b>Food Establishment / Restaurant</b> | <b>57</b> |
| <b>Frozen Desert</b>                   | <b>25</b> |
| <b>Funeral Director</b>                | <b>4</b>  |
| <b>Milk</b>                            | <b>69</b> |
| <b>Mobile Food</b>                     | <b>1</b>  |

|                                  |    |
|----------------------------------|----|
| Mobile Home Park                 | 1  |
| Motel / Cabins                   | 2  |
| Perc Test                        | 13 |
| Recreational Camp                | 3  |
| Salad Bar                        | 1  |
| Seasonal Food / Restaurant       | 6  |
| Septic Final Inspections         | 13 |
| Septic Hauler                    | 15 |
| Septic Installer                 | 11 |
| Septic Plan Review               | 11 |
| Septic Component Replacement     | 2  |
| Swimming Pool / Hot Tub (Public) | 3  |
| Tanning                          | 2  |
| Tobacco                          | 22 |

The Board and staff acknowledge and appreciate the assistance and cooperation of all Town Boards, Departments, Commissions and Community Organizations.

Respectfully Submitted

Palmer Board of Health

## **COMMUNITY DEVELOPMENT DEPARTMENT**

The Palmer Community Development Department is located in the Town Administration Building at 4417 Main Street Palmer. The office is open Monday – Friday from 9:00am to 4:30pm.

The Community Development Department was established in 1991 for the purpose of administering a Community Development Block Grant (CDBG) for the Town of Palmer. Over the years the department has expanded its services by becoming a Local Rehabilitation Agency for the Massachusetts Housing Finance Agency, and by applying for and receiving grants from other agencies/programs.

### **Community Development Block Grant Program**

The Community Development Block Grant Program is funded under Title I of the Housing and Community Development Act of 1974 as amended. The primary objective of the statute is “... *to develop viable, urban communities by providing decent housing and suitable living environment and expanding economic opportunities principally for low – moderate income persons.*”

The Massachusetts Department of Housing and Community Development encourages: programs which develop and preserve affordable housing; planning toward both resource protection and sustainable economic activity; downtown revitalization integral to community development; and community-based planning that assesses needs and identifies strategies for addressing those needs. Projects eligible for funding under the Massachusetts Community Development Block Grant Program include: planning; housing rehabilitation and creation of affordable housing; economic development projects which create and/or retain jobs; efforts directed toward rehabilitation and stabilization of existing neighborhoods, commercial areas and downtowns; infrastructure; construction and/or rehabilitation of community facilities; and public social services.

During this past year the Palmer Community Development Department oversaw the completion of the Crest and Hill Streets infrastructure improvement project, the Design of Endelson Playground, Housing Rehabilitation and Domestic Violence Services.

\$391,294.73 of grant funding was expended to replace 750' of existing 6" asbestos cement water main with 8" ductile water main; the replacement of two (2) existing fire hydrants and the installation of two (2) additional fire hydrants; the replacement of 600' of existing storm main with galvanized storm main; the reclamation and repaving of 640' of roadway and the replacement of 640' of sidewalks.

\$33,175 was expended for the design of the new Endelson Playground. The new playground will feature a splash pad, play areas for children ages 2 – 5 and 5 – 12, and a rehabilitated basketball court. The Bondsville Playground Committee has been actively fundraising to raise the \$20,000 need to bridge the funding gap between what is available in the FY14 CDBG application and the estimated cost of construction.

\$307,880.27 was expended to rehabilitate 14 substandard units, providing safe, decent and affordable housing for 30 residents.

\$25,287.22 was expended for Domestic Violence Services. These funds were used to hire a Civilian Advocate who will work with the Palmer Police to assist victims of domestic violence; to hire a facilitator for a support group; to hire an advocate who will work with victims of Domestic Violence referred by agencies other than the Police and Courts; to create and distribute resource materials in the community and to conduct a White Ribbon Campaign in the Palmer Schools. The Task Force worked in conjunction with the Palmer Events Planning Committee to hold Palmer's National Night Out Event which featured representatives from area social service providers to connect residents of Palmer with resources to improve their lives.

The Community Development Department is currently overseeing the expenditure of \$227,169 for the rehabilitation of 8 substandard living units; \$450,000 for the installation of a booster pump to improve water pressure for the residents of Griffin, Stewart, Crest and Hill Streets; and \$43,977 for Domestic Violence Services.

With the FY13 funding round the Department of Housing and Community Development reduced the maximum amount of funding a community can receive from \$900,000 per grant to \$1.35 million in two (2) consecutive grants.

In July of 2013 the Town of Palmer was awarded a Community Development Block Grant in the amount of \$430,899. These funds were awarded to the Town of Palmer for the rehabilitation of three (3) substandard housing units, the replacement of 1,100 feet of sanitary sewer main in South High Street and for Domestic Violence Services.

Respectfully submitted by:  
Alice Davey, Community Development Director

## **COUNCIL ON AGING**

The mission of the Palmer Council on Aging/Senior Center is to identify the total needs of the senior population, to promote and encourage new and existing activities, to provide services and education to enhance the quality of life for elders and to assist elders to age with dignity and independence. Senior Center staff is obliged to create an atmosphere that acknowledges the value of human life, affirms the dignity and self-worth of the older adult participant, and maintains a climate of respect, trust and support. Within this atmosphere, the staff creates opportunities for older adults to apply their wisdom, experience and insight and to exercise their skills.

### **Council on Aging Board Members**

Genevieve Bates, Chairperson  
Ernie Charland, 1<sup>st</sup> Vice Chair  
Linda Lamay, Secretary  
Mary Hubert, 2<sup>nd</sup> Vice Chair  
Peggy Corriveau  
Betty Koss  
Gloria Brouillette  
Ruth Manning  
Debbie Nathanson  
Cathy Plouffe

The Council on Aging provided a broad range of services to Palmer's 60+ population during the year July 1, 2012 thru June 30, 2013. The 2010 Census shows an increase of 133 citizens over the age of 60 living in Palmer. Of the 2,496 Senior Citizen's of Palmer, approximately 1,200 unduplicated elders received a direct service from the Council on Aging. The COA provided 17,421 duplicated units of service. Twelve issues of the Senior Center Newsletter were printed and 700 per month were distributed.

To care for the physical needs of our 60+ population, cholesterol, glucose and blood pressure screenings available weekly with Ruth Amador, RN, Wing Hospital, audiology screenings, eye care, foot care, massage therapy, reflexology, exercise programs, line dancing & balance classes, UMass nursing students nutrition program were provided at the Palmer Senior Center. To meet the social needs we have card playing, bingo, dominoes, Wii games, cribbage, night time pitch, day time pitch league, painting class, crafts class, pool playing, once monthly breakfast, Depot Group, etc. We held a celebration for every holiday and our Annual 90+ Birthday Party and Annual 4<sup>th</sup> of July Cookout at Pulaski Park and Christmas Party at Amvets.

We also provide a free S.H.I.N.E. Counselor and Lawyer once monthly. AARP sponsored Income Tax Preparation from February thru April 15<sup>th</sup>. There are various monthly programs available on issues facing seniors. Medical equipment was available to be loaned at no charge as needed and fifty eight individuals took advantage of this program. Wing Memorial Hospital provided the senior center with a nurse for 6 hours a week and she provided 489 services. The Arthritis Foundation certified instructor held exercise class one day a week. Scantic Valley YMCA provided instructors Mon., & Wed. for strength training classes. Lifecare of Wilbraham provided two instructors for Tai Chi class once a week and we have one certified instructor also. Zumba Gold class also offered.

A congregate meal program was held at the Palmer Senior Center, sponsored through Greater Springfield Senior Services, Inc. and the Council on Aging providing 3,079 Congregate Meals. The Council on Aging continues to provide supportive services to homebound elders. In Home Meals provided 65 frail elders with a hot meal five days a week, totaling 9,427 meals. In and Out of Town Van Transportation: 172 unduplicated passengers, including 39 passengers under 60 utilized this service. We provided a total of 3,817 rides. We have 2 lift-equipped vans in operation Monday thru Friday from 8:00 a.m. till 4:00 p.m.

1,332 Brown Bags were distributed to 123 seniors as part of the Western MA Food Bank Program for Seniors. Twenty five seniors received fresh vegetables from the Farmshare Program, part of the Community Involved in Sustaining Agriculture at no cost . They received \$10.00 per week worth of fresh vegetables for 10 weeks provided by Sully's Farm of Belchertown.

Tax Assistance, transportation, information and referrals, home delivered and congregate meals were also available to those under age 60 who are disabled. We allow those under 60 years to attend our social programs and exercise classes.

We had 49 volunteers with a total of 2,465 volunteer hours were donated to the Senior Center. Value \$36,221.00 worth of service.

There were 104 deaths of persons over the age of 60.

**GRANT FUNDING: Total for FY 2013 \$44,470.00**

\$17,472.00 in Formula Grant money was awarded to the Palmer Council on Aging from the Executive Office of Elder Affairs in Boston for an Outreach Service Coordinator and Activities Coordinator. An Outreach Service Coordinator accesses and assesses the 60+ population to all Federal, State and County Programs they may be entitled to.

\$15,500.00 Title IIIB Grant awarded to the Palmer Council on Aging from Greater Springfield Senior Services for the Outreach Position for 17 hours/week.

\$550.00 grant from the Palmer Cultural Council Grants for various programs.

\$500.00 grant from Harvard Pilgrim for exercise programs.

\$718.00 Martap grant to purchase GPS and Tires for Vans.

\$7,730.00 donated by Friends of Palmer Senior Center for various purposes.

\$1,000.00 grant from Fallon Community Health for Health Related/Exercise programs/equipment purchases.

\$1,000.00 grant from Health New England for exercise programs.

The Palmer Council on Aging has a wonderful organization whose members work very hard at fundraising to benefit the seniors of the Town of Palmer. The Friends of the Palmer Senior Center gave generously to purchase items for the senior center in Fiscal Year 2013. Thanks for all your hard work to improve our senior center.

I would like to thank all of the staff, volunteers and the Council on Aging Board Members for all the work that they do all year. They are very dedicated and caring people who strive to provide the best services for the elders in Palmer.

Respectfully submitted,

Erin Pincince  
Executive Director



## **DEPARTMENT OF VETERANS' SERVICE**

Change of Veterans' Agents occurred this year when Paul Graveline, who served this town's veterans and their dependents for the past two years, decided to retire in February.

As stated in previous reports there continues to be a steady stream of veterans who come by seeking assistance due to limited employment opportunities, and increased in medical costs on fixed income. This office has seen an increase in 115 recipients by 25% since February 2013. This office continues to focus on serving as a point of contact for veterans and their dependents when they need aid and assistance. The budget for FY 2013 was increased by 90%. \*Note the state reimburses the town 75% for these expenditures. The town recognizes the increase workload for the Veterans' Agent and effective July 2013 increased the number of work hours from 18 to 28 ensuring continuation of quality customer service to the town's veterans.

Under Chapter 115 of the Massachusetts General Laws, the Commonwealth provides a needs-based means tested program of financial aid and medical assistance for low – income veterans and their dependents, through the Department of Veterans' Services administered by veteran's service agents throughout the state.

Retired veterans, widows or widowers, and veterans on Social Security Disability Income account for 75% of the Chapter 115 caseload for the town of Palmer and this number will continue to increase as the cost of medical care keeps going up and Veterans are living longer.

Unemployed veterans make up the other 25% of this office Chapter 115 benefit case files. These veterans have already used up their unemployment benefits and would be homeless if they weren't on Chapter 115. The Veteran's Service Office works with the veteran and the Labor and Workforce Development Department of Career Services to help secure employment. Many of the town's older veterans are having a difficult time finding employment in this economy. Increased emphasis needs to be placed on helping these veterans find employment. This will be the top priority of the Veterans' Service Agent for FY 14.

While the main mission of the Veteran's Service Officers is to administer Chapter 115 benefits, and make the veterans aware of other state veterans' benefits such as bonuses for wartime service and the state annuity for 100% disable veterans. This office also helps Veterans with their Federal Veterans benefits to include enrolled in the Federal Veterans Administration Health System, apply for VA pensions and disability compensation, how to use their GI Bill Benefits, etc.

We have a new generation of veterans from the Iraq Freedom that will be looking for aid and assistance while they make the transition back into civilian life and this office will be ready and available to help make that transition as smooth as possible for them and their families.

DEBORAH A.SHILAIKIS  
Veterans' Agent  
Town of Palmer

## **PALMER HOUSING AUTHORITY**

The Palmer Housing Authority office and adjacent development known as Laurel Manor, is located at 13 Fletcher Street. The complex was first occupied in January of 1971. Laurel Manor consists of 48 one bedroom units. The Palmer Housing Authority operates under the State Chapter 667 Elderly/Handicapped Program. All rules and regulations are promulgated by the Department of Housing and Community Development, adopted by the Palmer Housing Authority Board of Commissioners and carried out by the housing authority staff. The staff consists of one part time Executive Director and one part time maintenance person.

Applications can be obtained at the office on 13 Fletcher Street or upon request. Currently applicants need to be 60 years of age or be an eligible handicapped/disabled person. A preference is given to local residents and local veterans 60 years of age. The current net income for eligibility is \$45,500 for one person and \$52,000 for two persons. As units become available they are filled from the waiting list of eligible applicants.

The Board of Commissioners consists of 4 members that are appointed by the Town Manager and one state appointed member. The Commissioners meet on the third Wednesday of every month at 4:00 P.M., in the community room at 13 Fletcher Street, to conduct the authority business.

The goal of the Board of Commissioners is to maintain the properties and to continue to provide clean, safe and affordable housing to those in need.

Respectfully submitted,

Ronald W. Lemanski, Chairperson  
Mildred Jasak, Vice Chairperson  
Margaret Higgins, Treasurer  
Russell Webb, Assistant Treasurer  
Victoria Miner, State Appointee

## **RECREATION DEPARTMENT**

This report covers since last September. We unsuccessfully tried to have one Halloween Parade for all four villages, but found two of the four villages preferred their traditional event. A Church Choir singing competition for December was nixed when it was discovered there are very few choirs in town.

In response to a solicitation from the Town Manager we found six volunteers to be part of the Palmer Recreation Committee. They have been an excellent asset for this part time department.

Events took off a little better in the spring. We repeated the holiday programs when school is closed in February and April, with similar attendance from previous year. We had a Parent Dance with DJ and a Puppet Show in April (puppet show rescheduled from March snowstorm cancellation) as part of Family Fun Fridays.

In July we again cosponsored the Kelly Miller Circus coming to town with Palmer Events Planning. This involves putting up posters, delivering tickets, and getting the word out about the circus coming to town.

We ran a five-week Summer Recreation program again this year, at the High School (after OMP developed a mold issue), with similar attendance to the previous year. Over the summer we also had Recreation Department booths at National Night Out and Nostalgia Day.

In the course of the year we secured funding for a new Recreation Department Outdoor Banner and

purchased an A-frame sign for additional publicity opportunities.

Evaluations were passed out at all performances and programs and the remarks and comments were very positive. The scores for quality of programming, and would you recommend, or use this program again were all very high.

Rip Pellaton  
Recreation Director

### **LICENSE COMMISSION**

The following is a summary of the licenses and fees collected for the 2012-2013 year.

| Type                           | #  | Fee      | Total      |
|--------------------------------|----|----------|------------|
| All Alcoholic Beverage License |    |          |            |
| Inn Holder                     | 1  | \$800.00 | \$800.00   |
| Club                           | 5  | \$800.00 | \$4,000.00 |
| Retail Package Store           | 4  | \$665.00 | \$2,660.00 |
| Seasonal                       | 1  | \$400.00 | \$400.00   |
| Restaurant                     | 12 | \$800.00 | \$9,600.00 |
| Wine and Malt Beverage License |    |          |            |
| Retail Package Store           | 5  | \$520.00 | \$2,600.00 |
| Restaurant                     | 3  | \$520.00 | \$1,560.00 |
| Farmer's Market Wine           | 1  | \$50.00  | \$50.00    |

Respectfully Submitted,

Richard L. Fitzgerald, Chairman  
Robert P. Frydryk  
Dennis Gaudreau  
Theodore Simard  
Michael Magiera

## **ASSESSORS**

### **LOCAL EXPENDITURES**

|                        |                 |              |
|------------------------|-----------------|--------------|
| Appropriations         | \$32,139,345.71 |              |
| Offsets                |                 | \$29,156.00  |
| Tax Title              |                 | \$30,000.00  |
| Snow & Ice Deficits    |                 | \$46,028.88  |
| Revenue Deficits       | \$22,432.79     |              |
| State & County Charges |                 | \$439,292.00 |
| Overlay                |                 | \$180,663.77 |

|                                  |                        |
|----------------------------------|------------------------|
| <b>TOTAL AMOUNT TO BE RAISED</b> | <b>\$32,886,919.15</b> |
|----------------------------------|------------------------|

---

### **ESTIMATED RECEIPTS AND OTHER REVENUE SOURCES**

|                                 |                 |
|---------------------------------|-----------------|
| Cherry Sheet Estimated Receipts | \$12,574,193.00 |
| Local Estimated Receipts        | \$4,549,750.00  |
| Other Available Funds           | \$193,567.71    |
| Free Cash                       | \$204,479.00    |

|                                 |                        |
|---------------------------------|------------------------|
| <b>TOTAL ESTIMATED RECEIPTS</b> | <b>\$17,521,989.71</b> |
|---------------------------------|------------------------|

|                                |                        |
|--------------------------------|------------------------|
| <b>NET AMOUNT TO BE RAISED</b> | <b>\$15,364,929.44</b> |
|--------------------------------|------------------------|

---

**NET AMOUNT TO BE RAISED / TOTAL VALUATION = TAX RATE FY2013**

|                        |          |                      |          |                |
|------------------------|----------|----------------------|----------|----------------|
| <b>\$15,364,929.44</b> | <b>/</b> | <b>\$920,606,916</b> | <b>=</b> | <b>\$16.69</b> |
|------------------------|----------|----------------------|----------|----------------|

### **CLASSIFIED PERCENTAGES**

|                   | <b>LEVY PERCENTAGE</b> | <b>LEVY BY CLASS</b>   |
|-------------------|------------------------|------------------------|
| RESIDENTIAL       | 82.9245%               | \$12,741,290.91        |
| OPEN SPACE        | 0                      |                        |
| COMMERCIAL        | 7.3948%                | \$1,136,205.80         |
| INDUSTRIAL        | 4.8372%                | \$743,232.37           |
| PERSONAL PROPERTY | 4.8435%                | \$744,200.36           |
|                   | 100.00%                | <b>\$15,364,929.44</b> |

### **VALUATION BY CLASS**

|                        |                      |
|------------------------|----------------------|
| RESIDENTIAL            | \$763,408,375        |
| OPEN SPACE             | 0                    |
| COMMERCIAL             | \$68,076,983         |
| INDUSTRIAL             | \$44,532,200         |
| PERSONAL PROPERTY      | \$44,589,358         |
| <b>TOTAL VALUATION</b> | <b>\$920,606,916</b> |

Respectfully submitted,  
Linda LeBlanc, Assessor

## **TAX COLLECTOR / TREASURER**

### **BANK BALANCES June 30, 2013**

| <b>Financial Institution</b> | <b>Balance</b>         |
|------------------------------|------------------------|
| Bartholomew                  | \$528,594.26           |
| Century Bank                 | \$1,088,361.35         |
| Country Bank                 | \$1,548,505.39         |
| Eastern Bank                 | \$7,070.43             |
| MMDT                         | \$5,473.84             |
| N.Brookfield Savings         | \$1,046,124.16         |
| Peoples Bank                 | \$889,230.35           |
| People's United Bank         | \$146,325.02           |
| TD Bank                      | \$427,868.76           |
| UniBank                      | \$1,188,349.62         |
| United Bank                  | \$3,984,202.38         |
| <b>TOTAL</b>                 | <b>\$10,860,105.56</b> |

## **PARKING CLERK**

FISCAL YEAR 2013

87 TICKETS - \$2,705 PAID IN FINES

**TOWN ACCOUNTANT**  
**FY13 APPROPRIATION REPORT**

| Dept. No. | Dept. Name      | Function     | Encumbered From 2012 | Original Appropriation | Transfers/ Amendments | Revised Budget | Expended   | Balance    | Encumbered To 2014 | Ending Balance |
|-----------|-----------------|--------------|----------------------|------------------------|-----------------------|----------------|------------|------------|--------------------|----------------|
| 111       | Town Council    | Stipend      | -                    | 9,600.00               | 350.00                | 9,950.00       | 9,950.00   | -          | -                  | -              |
|           |                 | Expenditures | -                    | 625.00                 | 767.40                | 1,392.40       | 1,392.40   | -          | -                  | -              |
|           |                 |              | -                    | 10,225.00              | 1,117.40              | 11,342.40      | 11,342.40  | -          | -                  | -              |
| 123       | Town Manager    | Salaries     | -                    | 163,336.00             | -                     | 163,336.00     | 161,729.02 | 1,606.98   | -                  | 1,606.98       |
|           |                 | Expenditures | -                    | 33,388.00              | (2,811.85)            | 30,576.15      | 29,467.69  | 1,108.46   | -                  | 1,108.46       |
|           |                 |              | -                    | 196,724.00             | (2,811.85)            | 193,912.15     | 191,196.71 | 2,715.44   | -                  | 2,715.44       |
| 130       | Audit           | Expenditures | -                    | 20,500.00              | 500.00                | 21,000.00      | 21,000.00  | -          | -                  | -              |
| 132       | Reserve         | Transfers    | -                    | 25,000.00              | (19,565.00)           | 5,435.00       | -          | 5,435.00   | -                  | 5,435.00       |
| 135       | Accountant      | Salaries     | -                    | 65,108.00              | 760.78                | 65,868.78      | 65,619.60  | 249.18     | -                  | 249.18         |
|           |                 | Expenses     | -                    | 7,960.00               | 2,139.22              | 10,099.22      | 6,356.50   | 3,742.72   | 3,500.00           | 242.72         |
|           |                 |              | -                    | 73,068.00              | 2,900.00              | 75,968.00      | 71,976.10  | 3,991.90   | 3,500.00           | 491.90         |
| 137       | Central Purch.  | Expenses     | 86.95                | 292,600.00             | -                     | 292,686.95     | 250,426.41 | 42,260.54  | -                  | 42,260.54      |
| 141       | Assessors       | Salaries     | -                    | 84,689.00              | 10,400.00             | 95,089.00      | 93,770.36  | 1,318.64   | -                  | 1,318.64       |
|           |                 | Expenses     | 4,000.00             | 10,375.00              | (2,500.00)            | 11,875.00      | 14,587.18  | (2,712.18) | 300.00             | (3,012.18)     |
|           |                 | Revaluation  | 44,398.50            | 20,000.00              | 3,500.00              | 67,898.50      | 21,095.00  | 46,803.50  | 42,803.50          | 4,000.00       |
|           |                 |              | 48,398.50            | 115,064.00             | 11,400.00             | 174,862.50     | 129,452.54 | 45,409.96  | 43,103.50          | 2,306.46       |
| 146       | Treas/Collector | Salaries     | -                    | 133,395.00             | 1,660.23              | 135,055.23     | 135,055.23 | -          | -                  | -              |
|           |                 | Expenses     | 744.29               | 16,535.00              | 72,003.09             | 89,282.38      | 89,282.38  | -          | -                  | -              |
|           |                 | Tax Title    | 26,772.17            | 10,000.00              | 29,086.68             | 65,858.85      | 8,577.89   | 57,280.96  | 57,280.96          | -              |
|           |                 |              | 27,516.46            | 159,930.00             | 102,750.00            | 290,196.46     | 232,915.50 | 57,280.96  | 57,280.96          | -              |
|           |                 |              |                      |                        |                       | -              |            | -          |                    | -              |
| 151       | Laws & Claims   | Salaries     | -                    | 26,000.00              | -                     | 26,000.00      | 22,026.00  | 3,974.00   | -                  | 3,974.00       |
|           |                 | Contract     | -                    | 24,000.00              | -                     | 24,000.00      | 22,716.04  | 1,283.96   | -                  | 1,283.96       |

**TOWN ACCOUNTANT**  
**FY13 APPROPRIATION REPORT**

|     |                 |              |          |              |             |              |              |           |          |           |
|-----|-----------------|--------------|----------|--------------|-------------|--------------|--------------|-----------|----------|-----------|
|     |                 |              | -        | 50,000.00    | -           | 50,000.00    | 44,742.04    | 5,257.96  | -        | 5,257.96  |
| 155 | Computer Maint. | Expenses     | -        | 61,962.00    | 20,000.00   | 81,962.00    | 79,822.11    | 2,139.89  | -        | 2,139.89  |
| 161 | Town Clerk      | Salaries     | -        | 76,280.00    | (10,810.78) | 65,469.22    | 65,469.22    | -         | -        | -         |
|     |                 | Expenses     | 49.99    | 1,300.00     | 493.37      | 1,843.36     | 1,292.98     | 550.38    | -        | 550.38    |
|     |                 |              | 49.99    | 77,580.00    | (10,317.41) | 67,312.58    | 66,762.20    | 550.38    | -        | 550.38    |
| 162 | Elections & Reg | Salaries     | -        | 14,907.00    | 10,016.33   | 24,923.33    | 24,923.33    | -         | -        | -         |
|     |                 | Expenses     | 1,745.76 | 9,800.00     | 301.08      | 11,846.84    | 10,366.39    | 1,480.45  | 1,434.36 | 46.09     |
|     |                 |              | 1,745.76 | 24,707.00    | 10,317.41   | 36,770.17    | 35,289.72    | 1,480.45  | 1,434.36 | 46.09     |
| 171 | Conservation    | Salaries     | -        | 10,440.00    | -           | 10,440.00    | 8,046.88     | 2,393.12  | -        | 2,393.12  |
|     |                 | Expenses     | -        | 1,100.00     | -           | 1,100.00     | 639.19       | 460.81    | -        | 460.81    |
|     |                 |              | -        | 11,540.00    | -           | 11,540.00    | 8,686.07     | 2,853.93  | -        | 2,853.93  |
| 175 | Planning Board  | Salaries     | -        | 74,978.00    | -           | 74,978.00    | 68,180.82    | 6,797.18  | -        | 6,797.18  |
|     |                 | Expenses     | -        | 3,660.00     | -           | 3,660.00     | 1,530.92     | 2,129.08  | -        | 2,129.08  |
|     |                 |              | -        | 78,638.00    | -           | 78,638.00    | 69,711.74    | 8,926.26  | -        | 8,926.26  |
| 192 | Building        | Custodian    | -        | 9,500.00     | -           | 9,500.00     | 7,889.26     | 1,610.74  | -        | 1,610.74  |
|     |                 | Expenses     | -        | 54,000.00    | -           | 54,000.00    | 35,778.74    | 18,221.26 | -        | 18,221.26 |
|     |                 |              | -        | 63,500.00    | -           | 63,500.00    | 43,668.00    | 19,832.00 | -        | 19,832.00 |
| 193 | Memorial Hall   | Custodian    | -        | 9,990.00     | -           | 9,990.00     | 9,778.10     | 211.90    | -        | 211.90    |
|     |                 | Expenses     | -        | 11,600.00    | -           | 11,600.00    | 11,073.96    | 526.04    | -        | 526.04    |
|     |                 | Bldg. Maint. | -        | 2,250.00     | -           | 2,250.00     | 2,250.00     | -         | -        | -         |
|     |                 |              | -        | 23,840.00    | -           | 23,840.00    | 23,102.06    | 737.94    | -        | 737.94    |
| 195 | Town Reports    | Expenditures | -        | 4,500.00     | (483.00)    | 4,017.00     | 595.00       | 3,422.00  | -        | 3,422.00  |
| 210 | Police          | Salaries     | -        | 1,768,011.00 | (14,280.06) | 1,753,730.94 | 1,753,730.94 | -         | -        | -         |

**TOWN ACCOUNTANT**  
**FY13 APPROPRIATION REPORT**

|     |                  |                |              |               |              |               |               |              |              |           |
|-----|------------------|----------------|--------------|---------------|--------------|---------------|---------------|--------------|--------------|-----------|
|     |                  | Expenses       | 6,500.00     | 45,375.00     | 6,237.06     | 58,112.06     | 58,112.06     | -            | -            | -         |
|     |                  | Contract Serv. | 13,000.00    | 58,900.00     | (5,209.80)   | 66,690.20     | 66,690.20     | -            | -            | -         |
|     |                  | Utilities      | -            | 300.00        | (68.48)      | 231.52        | 231.52        | -            | -            | -         |
|     |                  | Cruisers       | 130,867.93   | 68,500.00     | 13,321.28    | 212,689.21    | 199,367.93    | 13,321.28    | 13,321.28    | -         |
|     |                  |                | 150,367.93   | 1,941,086.00  | -            | 2,091,453.93  | 2,078,132.65  | 13,321.28    | 13,321.28    | -         |
| 220 | Forest Warden    | Salaries       | -            | 2,500.00      | -            | 2,500.00      | 2,499.96      | 0.04         | -            | 0.04      |
|     |                  | Expenses       | -            | 100.00        | -            | 100.00        | -             | 100.00       | -            | 100.00    |
|     |                  |                | -            | 2,600.00      | -            | 2,600.00      | 2,499.96      | 100.04       | -            | 100.04    |
| 241 | Building Inspec. | Salaries       | -            | 53,223.00     | 11,565.00    | 64,788.00     | 64,788.00     | -            | -            | -         |
|     |                  | Expenses       | -            | 250.00        | -            | 250.00        | 125.00        | 125.00       | -            | 125.00    |
|     |                  |                | -            | 53,473.00     | 11,565.00    | 65,038.00     | 64,913.00     | 125.00       | -            | 125.00    |
| 244 | Sealer           | Salaries       | -            | 2,750.00      | 0.04         | 2,750.04      | 2,750.04      | -            | -            | -         |
|     |                  | Expenses       | -            | 250.00        | (0.04)       | 249.96        | 245.26        | 4.70         | -            | 4.70      |
|     |                  |                | -            | 3,000.00      | -            | 3,000.00      | 2,995.30      | 4.70         | -            | 4.70      |
| 291 | Civil Defense    | Salaries       | -            | 4,000.00      | -            | 4,000.00      | 3,999.96      | 0.04         | -            | 0.04      |
|     |                  | Expenditures   | -            | 1,000.00      | -            | 1,000.00      | 864.43        | 135.57       | -            | 135.57    |
|     |                  |                | -            | 5,000.00      | -            | 5,000.00      | 4,864.39      | 135.61       | -            | 135.61    |
| 292 | Dog Officer      | Salaries       | -            | 25,000.00     | -            | 25,000.00     | 24,999.96     | 0.04         | -            | 0.04      |
|     |                  | Expenses       | -            | 8,950.00      | -            | 8,950.00      | 3,531.67      | 5,418.33     | -            | 5,418.33  |
|     |                  |                | -            | 33,950.00     | -            | 33,950.00     | 28,531.63     | 5,418.37     | -            | 5,418.37  |
| 293 | Animal Insp.     | Salaries       | -            | 1,500.00      | -            | 1,500.00      | 1,500.00      | -            | -            | -         |
| 294 | Forestry         | Expenses       | 4,900.00     | 20,000.00     | -            | 24,900.00     | 18,020.14     | 6,879.86     | 6,879.86     | -         |
| 310 | Schools          | Salaries       | 1,300,124.60 | 10,463,738.00 | 769,353.54   | 12,533,216.14 | 10,929,958.22 | 1,603,257.92 | 1,541,582.90 | 61,675.02 |
|     |                  | Expenses       | -            | 3,870,149.00  | (769,353.54) | 3,100,795.46  | 3,090,700.54  | 10,094.92    | 10,094.92    | (0.00)    |



**TOWN ACCOUNTANT**  
**FY13 APPROPRIATION REPORT**

|     |                   |             |              |               |             |               |               |              |              |             |
|-----|-------------------|-------------|--------------|---------------|-------------|---------------|---------------|--------------|--------------|-------------|
|     |                   |             | 1,300,124.60 | 14,333,887.00 | -           | 15,634,011.60 | 14,020,658.76 | 1,613,352.84 | 1,551,677.82 | 61,675.02   |
| 320 | Pathfinder        | Assessment  | -            | 1,846,084.00  | -           | 1,846,084.00  | 1,846,084.16  | (0.16)       | -            | (0.16)      |
| 423 | Snow & Ice        | Overtime    | -            | 30,000.00     | -           | 30,000.00     | 54,570.79     | (24,570.79)  | -            | (24,570.79) |
|     |                   | Supplies    | -            | 178,000.00    | -           | 178,000.00    | 190,800.27    | (12,800.27)  | -            | (12,800.27) |
|     |                   |             | -            | 208,000.00    | -           | 208,000.00    | 245,371.06    | (37,371.06)  | -            | (37,371.06) |
| 424 | Street Lights     | Expenses    | -            | 100,000.00    | 9,600.00    | 109,600.00    | 109,500.80    | 99.20        | -            | 99.20       |
| 425 | Railroad Crossing | Expenses    | -            | 500.00        | -           | 500.00        | -             | 500.00       | -            | 500.00      |
| 433 | Waste Removal     | Expenses    | -            | 14,000.00     | 2,350.00    | 16,350.00     | 16,347.80     | 2.20         | -            | 2.20        |
| 435 | Ground Water      | Expenses    | 15,600.00    | 16,000.00     | -           | 31,600.00     | 15,600.00     | 16,000.00    | 15,500.00    | 500.00      |
| 490 | Public Works      | Salaries    | -            | 702,460.00    | 8,000.00    | 710,460.00    | 642,413.59    | 68,046.41    | -            | 68,046.41   |
|     |                   | Admin. Exp. | -            | 59,100.00     | (17,051.33) | 42,048.67     | 41,692.46     | 356.21       | 43.37        | 312.84      |
|     |                   | Maint. Exp. | -            | 133,700.00    | (8,276.67)  | 125,423.33    | 112,188.92    | 13,234.41    | 3,818.41     | 9,416.00    |
|     |                   | Utilities   | -            | 15,500.00     | 2,530.00    | 18,030.00     | 17,565.71     | 464.29       | 37.70        | 426.59      |
|     |                   | Capital     | -            | 6,000.00      | 333.00      | 6,333.00      | 4,718.20      | 1,614.80     | -            | 1,614.80    |
|     |                   |             | -            | 916,760.00    | (14,465.00) | 902,295.00    | 818,578.88    | 83,716.12    | 3,899.48     | 79,816.64   |
| 491 | Other Capital     | Capital     | -            | 43,000.00     | 82,515.00   | 125,515.00    | 125,311.89    | 203.11       | -            | 203.11      |
| 510 | BOH               | Salaries    | -            | 64,023.00     | (1,500.00)  | 62,523.00     | 47,772.18     | 14,750.82    | -            | 14,750.82   |
|     |                   | Expenses    | -            | 1,000.00      | 1,500.00    | 2,500.00      | 1,846.32      | 653.68       | 59.58        | 594.10      |
|     |                   |             | -            | 65,023.00     | -           | 65,023.00     | 49,618.50     | 15,404.50    | 59.58        | 15,344.92   |
| 523 | Human Services    | Expenses    | 500.00       | 1,500.00      | 500.00      | 2,500.00      | 2,500.00      | -            | -            | -           |
| 541 | COA               | Salaries    | -            | 111,354.00    | -           | 111,354.00    | 110,518.76    | 835.24       | -            | 835.24      |
|     |                   | Expenses    | -            | 2,410.00      | -           | 2,410.00      | 1,832.88      | 577.12       | -            | 577.12      |

**TOWN ACCOUNTANT**  
**FY13 APPROPRIATION REPORT**

|     |                  |              |        |              |             |              |              |            |           |            |
|-----|------------------|--------------|--------|--------------|-------------|--------------|--------------|------------|-----------|------------|
|     |                  |              | -      | 113,764.00   | -           | 113,764.00   | 112,351.64   | 1,412.36   | -         | 1,412.36   |
| 543 | Veterans         | Salaries     | -      | 11,220.00    | -           | 11,220.00    | 11,199.13    | 20.87      | -         | 20.87      |
|     |                  | Expenses     | -      | 1,500.00     | (344.91)    | 1,155.09     | 1,155.09     | -          | -         | -          |
|     |                  | Misc. & Ben. | -      | 228,000.00   | 111,098.84  | 339,098.84   | 339,098.84   | -          | -         | -          |
|     |                  |              | -      | 240,720.00   | 110,753.93  | 351,473.93   | 351,453.06   | 20.87      | -         | 20.87      |
| 610 | Library          | Salaries     | -      | 443,844.00   | (24,853.93) | 418,990.07   | 418,990.07   | -          | -         | -          |
|     |                  | Expenses     | 861.53 | 238,993.00   | 24,853.93   | 264,708.46   | 264,708.46   | -          | -         | -          |
|     |                  |              | 861.53 | 682,837.00   | -           | 683,698.53   | 683,698.53   | -          | -         | -          |
| 630 | Recreation       | Salaries     | -      | 22,000.00    | -           | 22,000.00    | 20,061.00    | 1,939.00   | -         | 1,939.00   |
|     |                  | Expenses     | -      | 8,000.00     | -           | 8,000.00     | 2,683.53     | 5,316.47   | -         | 5,316.47   |
|     |                  |              | -      | 30,000.00    | -           | 30,000.00    | 22,744.53    | 7,255.47   | -         | 7,255.47   |
| 692 | Memorial Day     | Expenses     | -      | 2,500.00     | 423.52      | 2,923.52     | 2,923.52     | -          | -         | -          |
| 710 | Debt Principal   |              | -      | 752,973.00   | -           | 752,973.00   | 749,764.69   | 3,208.31   | -         | 3,208.31   |
| 751 | Debt Interest    |              | -      | 227,133.00   | -           | 227,133.00   | 215,090.94   | 12,042.06  | 10,356.18 | 1,685.88   |
| 910 | County Retirem.  | Assessment   | -      | 1,139,118.00 | -           | 1,139,118.00 | 1,139,111.22 | 6.78       | -         | 6.78       |
| 913 | Unemployment     |              | -      | 58,500.00    | -           | 58,500.00    | 37,226.32    | 21,273.68  | 1,616.00  | 19,657.68  |
| 914 | Group Health Ins |              | -      | 4,164,780.00 | (24,809.13) | 4,139,970.87 | 3,907,388.01 | 232,582.86 | -         | 232,582.86 |
| 915 | Group Life Ins.  |              | -      | 12,349.00    | -           | 12,349.00    | 11,012.40    | 1,336.60   | -         | 1,336.60   |
| 919 | Medicare         |              | -      | 222,804.00   | -           | 222,804.00   | 202,123.81   | 20,680.19  | -         | 20,680.19  |
| 945 | Gen. Ins.        | Misc.        | -      | 377,460.00   | 24,809.13   | 402,269.13   | 402,269.13   | -          | -         | -          |

**TOWN ACCOUNTANT**  
**FY13 APPROPRIATION REPORT**

|                         |                          |                     |                      |                     |                      |                      |                     |                     |                      |
|-------------------------|--------------------------|---------------------|----------------------|---------------------|----------------------|----------------------|---------------------|---------------------|----------------------|
| 950                     | Stabilization Fund Misc. | -                   | -                    | 294,661.00          | 294,661.00           | 294,661.00           | -                   | -                   | -                    |
| <b>Total General</b>    |                          | <b>1,550,151.72</b> | <b>28,919,679.00</b> | <b>613,711.00</b>   | <b>31,083,541.72</b> | <b>28,863,536.32</b> | <b>2,220,005.40</b> | <b>1,708,629.02</b> | <b>507,493.57</b>    |
| Intergovernmental       |                          |                     |                      |                     |                      | 184,018.17           | 2,035,987.23        |                     |                      |
| Chery Sheet Assessments |                          |                     |                      |                     |                      | 456,693.00           | 1,579,294.23        |                     |                      |
| Munis Report            |                          |                     | 28,919,679.00        | 2,163,862.72        | 31,083,541.72        | 29,504,247.49        | 1,579,294.23        |                     |                      |
| 443                     | WWTP                     | Salaries            | -                    | 553,330.00          | -                    | 553,330.00           | 550,251.04          | 3,078.96            | - 3,078.96           |
|                         |                          | Expenses            | 21,618.24            | 865,400.00          | 10,000.00            | 897,018.24           | 867,096.47          | 29,921.77           | - 29,921.77          |
|                         |                          | Sewer Maint         | -                    | 163,379.00          | 5,850.00             | 169,229.00           | 142,184.52          | 27,044.48           | - 27,044.48          |
|                         |                          | Capital             | -                    | 205,000.00          | -                    | 205,000.00           | 204,704.13          | 295.87              | -                    |
|                         |                          | Admin Alloc         | -                    | -                   | -                    | -                    | 88,927.00           | (88,927.00)         | - (88,927.00)        |
|                         |                          |                     | <b>21,618.24</b>     | <b>1,787,109.00</b> | <b>15,850.00</b>     | <b>1,824,577.24</b>  | <b>1,853,163.16</b> | <b>(28,585.92)</b>  | <b>- (28,881.79)</b> |
| 710                     | Debt Principal           |                     | -                    | 340,973.00          | -                    | 340,973.00           | 337,764.70          | 3,208.30            | - 3,208.30           |
| 751                     | Debt Interest            |                     | -                    | 118,607.00          | -                    | 118,607.00           | 116,924.61          | 1,682.39            | - 1,682.39           |
| 910                     | County Retirem.          | Assessment          | -                    | 101,225.00          | -                    | 101,225.00           | 101,225.00          | -                   | - -                  |
| 913                     | Unemployment             |                     | -                    | 1,000.00            | -                    | 1,000.00             | -                   | 1,000.00            | - 1,000.00           |
| 914                     | Group Health Ins         |                     | -                    | 135,696.00          | -                    | 135,696.00           | 104,880.90          | 30,815.10           | - 30,815.10          |
| 915                     | Group Life Ins.          |                     | -                    | 303.00              | -                    | 303.00               | 231.00              | 72.00               | - 72.00              |
| 919                     | Medicare                 |                     | -                    | 7,666.00            | -                    | 7,666.00             | 7,750.24            | (84.24)             | - (84.24)            |
| 945                     | Gen. Ins.                | Misc.               | -                    | 30,780.00           | -                    | 30,780.00            | -                   | 30,780.00           | - 30,780.00          |
| <b>Total WWTP</b>       |                          | <b>21,618.24</b>    | <b>2,523,359.00</b>  | <b>15,850.00</b>    | <b>2,560,827.24</b>  | <b>2,521,939.61</b>  | <b>38,887.63</b>    | <b>-</b>            | <b>38,591.76</b>     |

## Total General + WWTP Budget

# **DEPARTMENT OF PUBLIC SAFETY**

## **POLICE DEPARTMENT**

From July 1, 2012 through June 30, 2013, the Palmer Police Department answered approximately 18,939 calls for service. From these calls 2,246 criminal offenses were recorded and investigated. Additionally, 969 individuals were arrested and/or summoned to court. More than 2,010 traffic citations were issued and 324 traffic crashes, involving 513 operators, were investigated. These accidents resulted in injuries to 140 individuals. There was one fatal traffic crash during this reporting period. A complete statistical report of the year's activity follows this report.

The department is currently comprised of 20 full-time and 4 part-time police officers, in addition to 6 full-time and 1 part-time civilian members.

Three new full-time police officers, Jeremy J. Haley, Eric A. Raymond and David E. Burns, were hired on July 15, 2012. Each of these new officers attended a 22 week Basic Recruit police training academy conducted by the state's Municipal Police Training Committee (MPTC) and are currently assigned to uniformed patrol. These officers were hired to fill vacancies in full time positions due to retirements and resignations that occurred in Fiscal Year 2012.

The department received the following grants during this reporting period:

Traffic Enforcement Grant (Governor's Highway Safety Bureau) - \$7,000 to be used for speed, seat belt, drunk driving and red light enforcement as part of the state's "Click It or Ticket" and "You Drink – You Drive – You Lose" campaigns. Due to tight fiscal constraints, \$3,000, which was to be used to purchase radar units and tint meters, was eliminated from the grant.

9-1-1 Training Grant (State 911 Department) - \$7,000 total award. Through this program, governmental entities hosting primary Public Safety Answering Points (PSAPs) are eligible to receive reimbursement for training-related costs associated with the 9-1-1 system. Eligible awards are based on a rounded formula of 9-1-1 calls received and population served, with a minimum award of \$5,000.

PSAP Support and Incentive Grant (State 911 Department) - \$38,000 total award. The purpose of the State 911 Department Public Safety Answering Point (PSAP) and Regional Emergency Communication Center (RECC) Support and Incentive Grants is to assist PSAPs and regional emergency centers in providing enhanced 911 services and to encourage the development of regional PSAPs, regional secondary PSAPs and regional emergency communication centers.

Here are some noteworthy events that occurred during Fiscal Year 2013:

On July 1, 2012, our Dispatch Center began the delivery of Emergency Medical Dispatch (EMD) services to our community. Through the EMD system, in addition to dispatching emergency medical resources, our dispatch personnel are now trained to give pre-arrival first aid or other medical instructions to callers requesting medical assistance.

Throughout the summer and into the fall, our community was plagued by a series of residential break-ins. The number of break-ins far exceeded the average number of these occurrences. Many of these break-ins took place in unoccupied houses wherein copper pipe was stolen. Several of our surrounding communities were experiencing similar crimes. Our officers, led by Detective Sergeant Scott E. Haley, began a joint investigation with the surrounding communities. Thanks to their tireless and determined efforts the perpetrators were identified and arrested. Ultimately, they were connected to more than thirty (30) break-ins in Palmer and the surrounding communities.

Thanks to a Community Development Block Grant written by Director Alice Davey, the town was able to

contract with the YWCA of Western MA to provide outreach services to victims of domestic violence. A Domestic Violence Victim Advocate now has an office at the Palmer District Court to provide services to residents of our community. Anyone looking for assistance with domestic violence issues is invited to visit the advocate or to call 413-283-1058.

Construction of our new police station began on April 1, 2013. An official Groundbreaking Ceremony took place on Saturday, May 4, 2013. The project's architect is Reinhardt Associates of Agawam, the general contractor is Marois Construction of South Hadley, and the Owner's Project Manager (OPM) is CDR Maguire of Boston. It is estimated that the building will be substantially complete by the end of December, 2013 and we should begin moving in sometime in mid-February of 2014. The building should then be operational by the end of March or early April of 2014.

In closing, I would like to thank the members of our community for their continued support and encouragement, and the members of the Police Department for their service and dedication to our community.

Thank you to Town Council President Phillip Hebert and all of the council members for their ongoing support, and a special thank you to Town Manager Charles T. Blanchard for his leadership and guidance.

I am also grateful to the town's fire departments and fire chiefs, DPW Director Craig Dolan and his staff, and all the other town officials and staff members for their support and cooperation throughout the year.

Respectfully Submitted,

Robert P. Frydryk  
Chief of Police

**PALMER POLICE DEPARTMENT  
ANNUAL REPORT – FY2013  
OFFENSES (IBR) BY MONTH**

| OFFENSE (IBR)                            | FY 2013    |            |            |            |            |            |            |            |            |            |            |            | TOTALS       |
|--|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|--------------|
|  | JUL        | AUG        | SEP        | OCT        | NOV        | DEC        | JAN        | FEB        | MAR        | APR        | MAY        | JUN        |              |
| ARSON                                    |            |            | 1          |            |            |            |            |            |            |            |            |            | 1            |
| ASSAULT - AGGRAVATED                     | 3          | 10         | 4          | 4          | 4          |            | 1          | 1          | 1          | 1          | 8          | 2          | 39           |
| ASSAULT - SIMPLE                         | 15         | 12         | 11         | 17         | 22         | 13         | 16         | 13         | 9          | 11         | 12         | 17         | 168          |
| BURGLARY / BREAKING AND ENTERI           | 7          | 34         | 21         | 19         | 19         | 31         | 19         | 4          | 12         | 8          | 13         | 8          | 195          |
| COUNTERFEITING / FORGERY                 |            |            |            | 2          |            | 6          | 2          | 1          |            | 1          |            |            | 12           |
| CREDIT CARD / AUTOMATIC TELLER           |            | 2          | 1          |            | 2          | 3          |            |            |            |            | 1          | 1          | 10           |
| DESTRUCTION / DAMAGE / VANDALISM         | 16         | 13         | 14         | 8          | 9          | 19         | 12         | 5          | 4          | 4          | 14         | 12         | 130          |
| DISORDERLY CONDUCT                       | 17         | 11         | 10         | 9          | 6          | 6          | 8          | 4          | 12         | 16         | 22         | 7          | 128          |
| DRIVING UNDER THE INFLUENCE              | 4          | 3          | 3          | 2          | 5          | 8          | 4          | 6          | 8          | 4          | 9          | 10         | 66           |
| DRUG / NARCOTIC VIOLATIONS               | 9          | 10         | 3          | 3          | 5          | 6          | 21         | 7          | 5          | 10         | 7          | 8          | 94           |
| DRUG EQUIPMENT VIOLATIONS                |            |            | 1          |            |            |            |            |            |            |            |            |            | 1            |
| DRUNKENNESS                              | 21         | 11         | 18         | 15         | 8          | 15         | 12         | 11         | 8          | 9          | 22         | 24         | 174          |
| EMBEZZLEMENT                             |            |            |            |            |            | 1          |            |            |            |            |            |            | 1            |
| FALSE PRETENSES / SWINDLE                |            |            | 2          | 4          | 3          | 7          | 3          |            |            |            | 1          | 1          | 21           |
| FAMILY OFFENSES, NONVIOLENT              | 1          | 1          | 1          | 1          |            |            |            |            |            |            |            |            | 4            |
| FORCIBLE FONDLING                        | 1          |            |            | 1          |            |            |            | 1          | 3          |            |            |            | 6            |
| FORCIBLE RAPE                            |            |            | 1          |            |            |            |            |            |            |            |            |            | 1            |
| FORCIBLE SODOMY                          |            |            |            |            |            |            |            |            | 2          |            | 1          |            | 3            |
| IMPERSONATION                            |            |            | 2          |            |            | 3          | 1          |            | 2          | 2          |            |            | 10           |
| INTIMIDATION                             | 8          | 6          | 9          | 8          | 4          | 1          | 6          | 3          | 10         | 6          | 10         | 5          | 76           |
| KIDNAPPING / ABDUCTION                   | 1          |            |            |            |            |            |            |            |            |            |            |            | 1            |
| LIQUOR LAW VIOLATIONS                    | 3          |            | 1          | 1          | 2          | 5          | 3          | 1          |            | 3          | 2          | 1          | 22           |
| MOTOR VEHICLE THEFT                      | 1          | 4          | 1          | 2          | 1          |            |            |            | 2          |            | 3          | 3          | 17           |
| PORNOGRAPHY / OBSCENE MATERIAL           |            |            |            |            |            |            |            | 2          | 2          |            |            |            | 4            |
| PROSTITUTION                             |            |            |            |            |            |            |            |            |            |            | 4          |            | 4            |
| PURSE-SNATCHING                          |            |            |            |            |            |            |            |            | 1          |            |            |            | 1            |
| ROBBERY                                  |            |            |            |            | 4          |            | 2          | 5          |            |            |            |            | 11           |
| SHOPLIFTING                              | 2          | 1          | 2          | 1          | 2          |            | 3          | 1          | 2          | 2          | 1          | 3          | 20           |
| STATUTORY RAPE                           |            |            |            |            |            | 1          | 1          |            |            |            |            |            | 2            |
| STOLEN PROPERTY OFFENSES                 | 1          | 5          | 1          |            |            | 1          | 2          |            | 2          |            | 4          |            | 16           |
| THEFT FROM BUILDING                      | 2          | 1          | 3          |            | 2          | 1          | 2          |            |            | 1          | 6          | 1          | 19           |
| THEFT FROM MOTOR VEHICLE                 | 5          | 2          |            | 2          | 4          | 2          | 1          |            |            | 2          | 1          | 1          | 20           |
| THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES |            | 1          |            |            |            |            |            |            |            |            |            |            | 1            |
| TRAFFIC, TOWN BY-LAW OFFENSES            | 30         | 69         | 20         | 18         | 28         | 41         | 82         | 73         | 66         | 69         | 81         | 52         | 629          |
| TRESPASS OF REAL PROPERTY                | 7          | 6          | 1          | 3          | 2          | 1          | 1          |            | 1          |            | 8          | 3          | 33           |
| WEAPON LAW VIOLATIONS                    |            | 1          |            | 2          | 1          | 3          | 2          | 1          |            | 3          | 2          |            | 15           |
| ALL OTHER LARCENY                        | 12         | 10         | 11         | 5          | 8          | 10         | 3          | 4          | 1          | 6          | 10         | 7          | 87           |
| ALL OTHER OFFENSES                       | 17         | 21         | 22         | 17         | 14         | 14         | 15         | 20         | 10         | 20         | 19         | 15         | 204          |
| <b>TOTAL</b>                             | <b>183</b> | <b>234</b> | <b>164</b> | <b>144</b> | <b>155</b> | <b>198</b> | <b>222</b> | <b>163</b> | <b>163</b> | <b>178</b> | <b>261</b> | <b>181</b> | <b>2,246</b> |

**PALMER POLICE DEPARTMENT  
ANNUAL REPORT – FY2013**

**PRIMARY ARRESTING OFFENSE BY MONTH**

| ARRESTING OFFENSE (IBR)          | FY 2013   |           |           |           |           |           |            |           |           |           |            |           | TOTAL      |
|----------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|-----------|-----------|-----------|------------|-----------|------------|
|                                  | JUL       | AUG       | SEP       | OCT       | NOV       | DEC       | JAN        | FEB       | MAR       | APR       | MAY        | JUN       |            |
| ASSAULT - AGGRAVATED             | 2         | 3         | 2         | 2         | 1         |           |            | 1         | 1         | 1         | 2          | 2         | 17         |
| ASSAULT - SIMPLE                 | 11        | 7         | 8         | 11        | 11        | 6         | 7          | 11        | 9         | 7         | 8          | 10        | 106        |
| BURGLARY / BREAKING AND ENTERING |           | 3         | 2         | 8         |           | 4         | 21         |           |           |           | 2          |           | 40         |
| COUNTERFEITING / FORGERY         |           |           |           | 1         |           |           | 1          |           |           |           |            |           | 2          |
| CREDIT CARD / AUTOMATIC TELLER   |           | 1         |           |           |           |           |            |           |           |           |            |           | 1          |
| DESTRUCTION / DAMAGE / VANDALISM | 4         | 1         |           | 1         |           |           |            |           | 1         |           | 3          | 1         | 11         |
| DISORDERLY CONDUCT               | 5         | 5         | 1         | 3         | 2         | 4         | 5          | 1         | 5         | 6         | 5          | 3         | 45         |
| DRIVING UNDER THE INFLUENCE      | 1         | 3         | 3         | 2         | 4         | 5         | 4          | 4         | 6         | 4         | 6          | 9         | 51         |
| DRUG / NARCOTIC VIOLATIONS       | 3         | 2         | 2         | 2         | 3         | 2         | 3          | 1         | 2         | 2         | 4          | 2         | 28         |
| DRUG EQUIPMENT VIOLATIONS        |           |           | 1         |           |           |           |            |           |           |           |            |           | 1          |
| DRUNKENNESS                      | 21        | 11        | 18        | 15        | 8         | 15        | 12         | 11        | 8         | 9         | 21         | 24        | 173        |
| EMBEZZLEMENT                     |           |           |           |           |           |           |            |           |           |           | 1          |           | 1          |
| FALSE PRETENSES / SWINDLE        |           |           |           | 1         |           |           | 2          |           |           |           | 2          |           | 5          |
| FAMILY OFFENSES, NONVIOLENT      |           | 1         |           |           |           |           |            |           |           |           |            |           | 1          |
| FORCIBLE SODOMY                  |           |           |           |           |           |           |            |           | 1         |           |            |           | 1          |
| INTIMIDATION                     | 2         | 3         |           | 2         | 1         |           |            | 2         | 3         | 3         | 2          |           | 18         |
| LIQUOR LAW VIOLATIONS            | 1         |           |           |           | 1         | 2         | 2          | 1         |           | 2         | 1          |           | 10         |
| MOTOR VEHICLE THEFT              |           |           |           |           |           |           |            |           |           |           | 1          |           | 1          |
| PORNOGRAPHY / OBSCENE MATERIAL   |           |           |           |           |           |           |            |           | 2         |           |            |           | 2          |
| PROSTITUTION                     |           |           |           |           |           |           |            |           |           |           | 1          |           | 1          |
| ROBBERY                          |           |           |           |           | 2         |           | 3          | 1         |           |           |            |           | 6          |
| SHOPLIFTING                      | 2         | 1         | 3         |           | 2         |           | 3          | 1         | 2         | 1         | 1          | 1         | 17         |
| STOLEN PROPERTY OFFENSES         |           | 4         | 3         |           |           | 1         | 1          | 1         | 1         |           |            |           | 11         |
| THEFT FROM BUILDING              |           |           | 2         |           |           |           | 3          |           |           |           | 1          |           | 6          |
| THEFT FROM MOTOR VEHICLE         |           |           |           |           |           |           |            |           |           | 1         |            |           | 1          |
| TRAFFIC, TOWN BY-LAW OFFENSES    | 10        | 25        | 5         | 7         | 9         | 13        | 28         | 42        | 22        | 24        | 27         | 14        | 226        |
| TRESPASS OF REAL PROPERTY        | 2         |           | 1         |           | 2         |           | 1          |           | 1         |           | 7          |           | 14         |
| WEAPON LAW VIOLATIONS            |           | 1         |           |           | 1         |           |            |           |           | 1         |            |           | 3          |
| ALL OTHER LARCENY                | 1         | 3         |           |           | 3         | 3         | 2          |           |           | 1         | 1          | 1         | 15         |
| ALL OTHER OFFENSES               | 14        | 13        | 16        | 13        | 9         | 12        | 14         | 9         | 9         | 16        | 15         | 15        | 155        |
| <b>MONTHLY TOTALS</b>            | <b>79</b> | <b>87</b> | <b>67</b> | <b>68</b> | <b>59</b> | <b>67</b> | <b>112</b> | <b>86</b> | <b>73</b> | <b>78</b> | <b>111</b> | <b>82</b> | <b>969</b> |



**PALMER POLICE DEPARTMENT  
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**WEAPONS INVOLVED IN OFFENSES**

| Weapon Type                          | Occurrences  | Percentage     |
|--------------------------------------|--------------|----------------|
| None                                 | 2005         | 89.23%         |
| Personal Weapons<br>(Hands/Feet/Etc) | 178          | 7.92%          |
| Knife/Cutting Instrument             | 16           | 0.71%          |
| Other                                | 14           | 0.62%          |
| Blunt Object                         | 12           | 0.53%          |
| Handgun                              | 11           | 0.49%          |
| Motor Vehicle                        | 4            | 0.18%          |
| Explosives                           | 2            | 0.09%          |
| Firearm (Unspecified)                | 1            | 0.04%          |
| Handgun (Automatic)                  | 1            | 0.04%          |
| Shotgun                              | 1            | 0.04%          |
| Other Firearm (Automatic)            | 1            | 0.04%          |
| Unknown                              | 1            | 0.04%          |
| <b>Total Occurrences</b>             | <b>2,247</b> | <b>100.00%</b> |

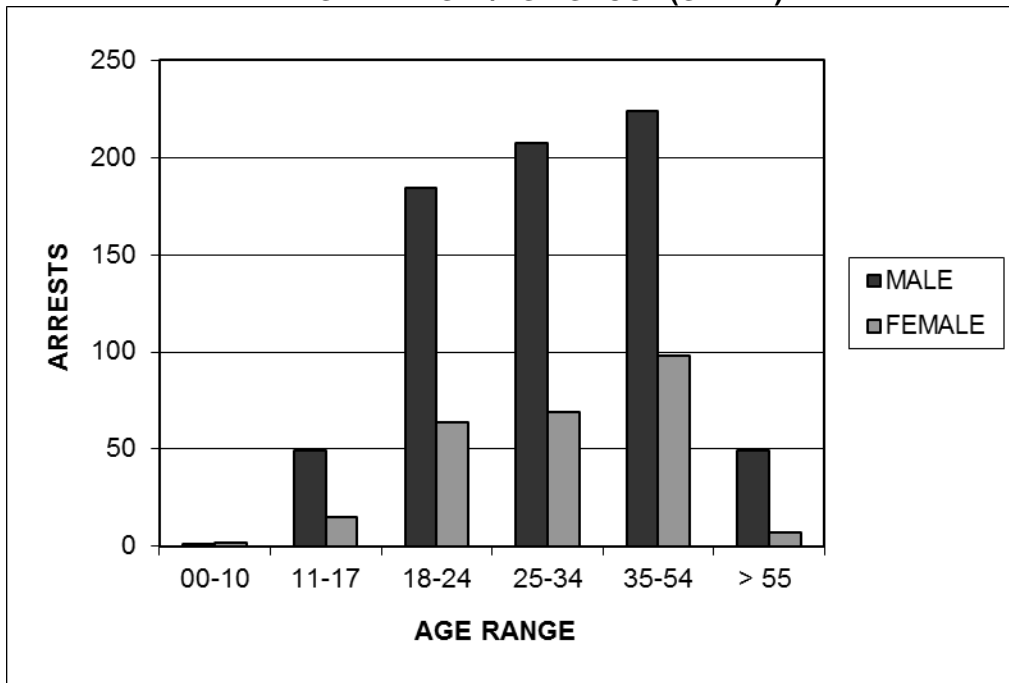
**OFFENSES (IN ARRESTS) BY AGE GROUP**

|                                  | FY2013             |       |       |       |       |      |        |
|----------------------------------|--------------------|-------|-------|-------|-------|------|--------|
|                                  | OFFENDER AGE RANGE |       |       |       |       |      |        |
| OFFENSE                          | 00-10              | 11-17 | 18-24 | 25-34 | 35-54 | > 55 | TOTALS |
| ASSAULT - AGGRAVATED             |                    | 3     | 6     | 5     | 2     | 1    | 17     |
| ASSAULT - SIMPLE                 | 1                  | 14    | 28    | 26    | 35    | 2    | 106    |
| BURGLARY / BREAKING AND ENTERING |                    | 3     | 11    | 23    | 2     | 1    | 40     |
| COUNTERFEITING / FORGERY         |                    |       |       | 1     | 1     |      | 2      |
| CREDIT CARD / AUTOMATIC TELLER   |                    |       |       | 1     |       |      | 1      |
| DESTRUCTION / DAMAGE / VANDALISM |                    | 4     | 2     | 2     | 3     |      | 11     |
| DISORDERLY CONDUCT               |                    | 11    | 14    | 9     | 7     | 4    | 45     |
| DRIVING UNDER THE INFLUENCE      |                    | 1     | 10    | 15    | 17    | 8    | 51     |
| DRUG / NARCOTIC VIOLATIONS       |                    | 3     | 8     | 8     | 9     |      | 28     |
| DRUG EQUIPMENT VIOLATIONS        |                    |       |       |       | 1     |      | 1      |
| DRUNKENNESS                      |                    | 5     | 25    | 37    | 91    | 15   | 173    |
| EMBEZZLEMENT                     |                    |       |       | 1     |       |      | 1      |
| FALSE PRETENSES / SWINDLE        |                    |       | 1     | 1     | 3     |      | 5      |
| FAMILY OFFENSES, NONVIOLENT      |                    |       | 1     |       |       |      | 1      |
| FORCIBLE SODOMY                  |                    |       | 1     |       |       |      | 1      |
| INTIMIDATION                     |                    | 1     | 4     | 6     | 7     |      | 18     |
| LIQUOR LAW VIOLATIONS            |                    | 3     | 5     | 1     | 1     |      | 10     |
| MOTOR VEHICLE THEFT              |                    |       |       |       | 1     |      | 1      |
| PORNOGRAPHY / OBSCENE MATERIAL   |                    | 2     |       |       |       |      | 2      |
| PROSTITUTION                     |                    |       |       |       | 1     |      | 1      |
| ROBBERY                          |                    | 1     | 3     | 2     |       |      | 6      |
| SHOPLIFTING                      | 2                  |       | 3     | 6     | 6     |      | 17     |
| STOLEN PROPERTY OFFENSES         |                    |       | 4     | 5     | 2     |      | 11     |
| THEFT FROM BUILDING              |                    |       |       | 4     | 2     |      | 6      |
| THEFT FROM MOTOR VEHICLE         |                    |       | 1     |       |       |      | 1      |
| TRAFFIC, TOWN BY-LAW OFFENSES    |                    | 5     | 55    | 63    | 82    | 21   | 226    |
| TRESPASS OF REAL PROPERTY        |                    | 2     | 6     | 3     | 3     |      | 14     |
| WEAPON LAW VIOLATIONS            |                    |       | 1     | 1     | 1     |      | 3      |
| ALL OTHER LARCENY                |                    | 1     | 7     | 2     | 5     |      | 15     |
| ALL OTHER OFFENSES               |                    | 5     | 52    | 54    | 40    | 4    | 155    |
| TOTALS                           | 3                  | 64    | 248   | 276   | 322   | 56   | 969    |

## ARRESTEE RACE AND SEX BY AGE

|                                | FY2013    |       |       |       |       |      |        |          |
|--------------------------------|-----------|-------|-------|-------|-------|------|--------|----------|
|                                | AGE GROUP |       |       |       |       |      |        |          |
| RACE/SEX                       | 00-10     | 11-17 | 18-24 | 25-34 | 35-54 | > 55 | TOTALS | Hispanic |
| Asian/Pacific Islander         |           |       |       |       |       |      |        |          |
| Female                         | 0         | 0     | 0     | 0     | 0     | 0    | 0      | 0        |
| Male                           | 0         | 0     | 2     | 0     | 0     | 0    | 2      | 0        |
| Unknown                        | 0         | 0     | 0     | 0     | 0     | 0    | 0      | 0        |
| Black                          |           |       |       |       |       |      |        |          |
| Female                         | 2         | 0     | 4     | 4     | 1     | 0    | 11     | 1        |
| Male                           | 0         | 1     | 11    | 8     | 8     | 0    | 28     | 0        |
| Unknown                        | 0         | 0     | 0     | 0     | 0     | 0    | 0      | 0        |
| American Indian/Alaskan Native |           |       |       |       |       |      |        |          |
| Female                         | 0         | 0     | 0     | 0     | 0     | 0    | 0      | 0        |
| Male                           | 0         | 0     | 0     | 0     | 0     | 0    | 0      | 0        |
| Unknown                        | 0         | 0     | 0     | 0     | 0     | 0    | 0      | 0        |
| Unknown                        |           |       |       |       |       |      |        |          |
| Female                         | 0         | 0     | 0     | 0     | 0     | 0    | 0      | 0        |
| Male                           | 0         | 0     | 0     | 0     | 0     | 0    | 0      | 0        |
| Unknown                        | 0         | 0     | 0     | 0     | 0     | 0    | 0      | 0        |
| White                          |           |       |       |       |       |      |        |          |
| Female                         | 0         | 15    | 60    | 65    | 97    | 7    |        | 10       |
| Male                           | 1         | 48    | 171   | 199   | 216   | 49   |        | 36       |
| Unknown                        | 0         | 0     | 0     | 0     | 0     | 0    | 0      | 0        |
| TOTALS                         | 3         | 64    | 248   | 276   | 322   | 56   | 969    | 47       |

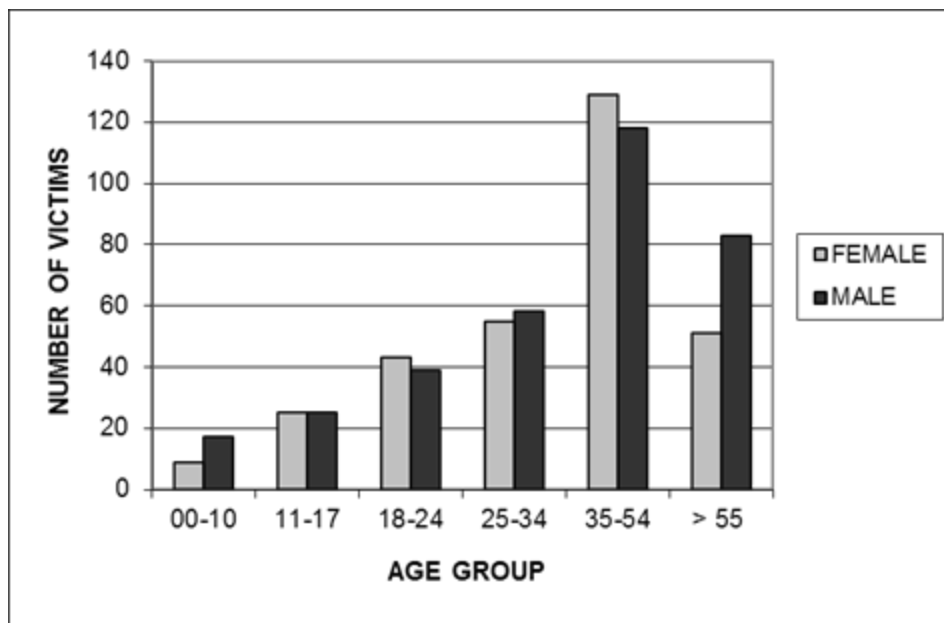
## ARRESTEE BY SEX/AGE GROUP (GRAPH)



## VICTIMS BY AGE / SEX / RACE

|                                | FY2013    |       |       |       |       |     |        |          |
|--------------------------------|-----------|-------|-------|-------|-------|-----|--------|----------|
|                                | AGE GROUP |       |       |       |       |     |        |          |
| RACE/SEX                       | 00-10     | 11-17 | 18-24 | 25-34 | 35-54 | >55 | TOTALS | Hispanic |
| Asian/Pacific Islander         |           |       |       |       |       |     |        |          |
| Female                         | 0         | 0     | 0     | 1     | 0     | 0   | 1      | 0        |
| Male                           | 0         | 0     | 2     | 0     | 0     | 0   | 2      | 0        |
| Unknown                        | 0         | 0     | 0     | 0     | 0     | 0   | 0      | 0        |
| Black                          |           |       |       |       |       |     |        |          |
| Female                         | 3         | 0     | 2     | 2     | 0     | 0   | 7      | 2        |
| Male                           | 1         | 0     | 2     | 1     | 1     | 1   | 6      | 1        |
| Unknown                        | 0         | 0     | 0     | 0     | 0     | 0   | 0      | 0        |
| American Indian/Alaskan Native |           |       |       |       |       |     |        |          |
| Female                         | 0         | 0     | 0     | 0     | 0     | 0   | 0      | 0        |
| Male                           | 0         | 0     | 0     | 0     | 0     | 0   | 0      | 0        |
| Unknown                        | 0         | 0     | 0     | 0     | 0     | 0   | 0      | 0        |
| Unknown                        |           |       |       |       |       |     |        |          |
| Female                         | 0         | 0     | 0     | 0     | 0     | 2   | 2      | 0        |
| Male                           | 1         | 0     | 0     | 0     | 0     | 1   | 2      | 0        |
| Unknown                        | 0         | 0     | 0     | 0     | 0     | 0   | 0      | 0        |
| White                          |           |       |       |       |       |     |        |          |
| Female                         | 6         | 25    | 41    | 52    | 129   | 49  | 302    | 10       |
| Male                           | 15        | 25    | 35    | 57    | 117   | 81  | 330    | 8        |
| Unknown                        | 0         | 0     | 0     | 0     | 0     | 0   | 0      | 0        |
| TOTALS                         | 26        | 50    | 82    | 113   | 247   | 134 | 652    | 21       |

## VICTIMS BY AGE GROUP AND SEX (GRAPH) – FY 2013



## **LOCAL EMERGENCY PLANNING COMMITTEE**

The Local Emergency Planning Committee (LEPC) is a federally mandated committee that will help our community protect public health, safety, and the environment from chemical hazards. The LEPC will become the focal point for all activities involved with Title III, Superfund Amendment and Reauthorization Act. The following activities will become the primary responsibility of the LEPC; data collection and information management, development of an emergency response plan, data collection on accidental chemical release, dealing with public inquiries about the risks of a chemical release, and to increase public awareness about the presence of hazardous materials within the Town of Palmer.

I have attended meetings and seminars sponsored by the Massachusetts Emergency Management Agency to ensure that we are current on emergency planning and hazardous materials response procedures. We continue to maintain and update the town's master plan for hazardous materials response and conduct drills for response agencies. Required administrative and emergency personnel have been tested and certified in the National Incident Management System. The LEPC has been attending meetings as participants of the newly created Quaboag Valley Regional Emergency Planning Committee. It is our goal to not only focus on hazardous materials, but to utilize an "all hazards" principle to better serve the region. Our objective is to become a more efficient system by sharing information, ideas, and resources within surrounding communities.

Chemical and biological weapons of mass destruction present new dangers to first responders and the public. Local emergency response agencies attend training and seminars to be prepared in the event of an emergency. The Palmer Fire Department maintains a federally funded Mass Decontamination Unit in partnership with the UMass Wing Memorial Hospital. All Firefighters, Fire Officers, and hospital personnel have completed training on this unit. We have received grant funds to operate and maintain inventory for the mass decon unit.

I would like to recognize the private and public agencies that are members of the Local Emergency Planning Committee:

Town Manager's Office, Town Council, Palmer Police Department, Palmer, Three Rivers, Bondsville Fire Departments, Board of Health, Department of Public Works, Office of Emergency Management, Conservation Committee, Palmer School Department, UMass/Wing Hospital, Palmer Waste Water Treatment, Palmer, Three Rivers, Bondsville, Thorndike Water Departments, Palmer Ambulance Service, Inc., and community representatives.

In closing, I thank all the agencies and representatives who have taken their own time to attend meetings held throughout the year.

Respectfully submitted,

Alan J. Roy, Chairman  
Local Emergency Planning Committee

## **DEPARTMENT OF PUBLIC WORKS**

### **Highway – Parks – Cemetery - Wastewater**

Overview - The Department of Public Works is continuing to strive to recover from the budget cuts and the reduction in resources accorded it in the last decade. Reduced staffing levels have affected the level of service that the department can provide to the Town on a day-to-day and ongoing basis. The addition of one employee in the prior FY budget hasn't resulted in a level of performance that meets the Town's true needs. The DPW has thus needed to more strongly prioritize the work efforts to those that serve and parallel the well-being of the Town overall. That is, we continue to endeavor to maintain essential services so as to provide the Town with the most needed services from every DPW division. Given the initiation of limited budget restoration in FY 2013, we are hopeful that such restoration might resume as we move toward FY 2015. Only in so doing shall the DPW have the capacity to maintain its areas of responsibility at the levels that we consider acceptable.

Significant Events/Achievements - The most significant event that has affected the DPW and the Town in the previous two years was the October 29, 2011 storm. In FY 13, with the assistance of several other Town departments, the DPW completed the Town's applications for reimbursement to both the Federal Emergency Management Agency (FEMA) and to the Federal Highway Administration (FHWA). As of this time of this writing the Town has received its full reimbursement from FEMA and awaits reimbursement from FHWA.

The town also suffered a significant snowstorm on February 8-9, 2013 which was subsequently declared a disaster by FEMA. A claim for reimbursement was filed with FEMA at the end of the FY 13 totaling approximately \$70,000. 75% of which is to be reimbursed.

Five Year Capital Planning Cycle - In collaboration with the Town Manager, the Town is working under a five year capital planning program. In addition to addressing the needs of the various Town departments, this plan will have relevance to DPW equipment needs on one hand as well as construction needs (Chapter 90 roads and bridges) and fixed equipment required for the WWTP. We expect to be able to plan for expenditures within the five year plan so as to allow the Town to reach a steady state for necessary finances while meeting the most critical needs.

Tree Work - Primarily as a function and consequence of the 10/29/11 storm, a priority has been placed upon tree removal and trimming over the recent past and into the future. To this end, we have worked with and provided guidance to the local electric utility company. As a result, approximately 175 trees have been removed or trimmed in FY 13 on the basis of tree condition or imminent threat to the power infrastructure. While local funding for tree work hasn't been augmented in the recent past we shall continue to put priority on getting significant trimming and removal accomplished within the next two or three fiscal years. It is again noted that the local electric utility company has played a significant role in working with the Town. We expect to work on 75+ additional trees before year end (CY13).

Drainage Problems/Improvements - There are numerous drainage problems that have existed in various areas of the town for some years. The DPW has investigated many of these and is taking action to resolve those that are the Town's responsibility.

We are also working with property owners/residents where responsibility isn't so clear with the intent to eliminate as many of these situations as possible. Substantial work has been done to improve and solidify drainage waterways on Town streets.

Improved Coordination with Utilities - A substantial effort has been made to improve information exchange and coordination with utilities, particularly National Grid, in the wake of the 10/29/11 event. This improved coordination has produced positive results for the Town over the last year, especially in the way of eliminating trees that have posed a threat to the local power grid as well as facilitating and streamlining our communication channels

Highways – In FY 13 our emphasis was on the major North-South streets. As a result Sykes Street/Rte 181, Breckenridge Street and Flynt Street received major repair and resurfacing. The focus has been shifted to more local/secondary streets for the next round of road work. It must be noted that the security of Chapter 90 funding was jeopardized by actions taken in Boston over the past year although we now understand that the situation is somewhat more stable than earlier in the year.

Bridges - The Town is responsible for the maintenance of all “town” bridges. Bi-annual bridge inspection reports provided by MassDOT reveal that the Town faces a substantial need to rehabilitate/reconstruct several of these bridges. We are evaluating and prioritizing those needs toward putting a program in place to effect the necessary construction and repair work in a timely fashion, and for those with the most critical needs as soon as possible. Unfortunately this is a fairly long lead-time issue. Two of the bridges will put forth for incorporation into the Commonwealth’s “TIP” program with the expectation that they will be accepted for construction funding, likely several years into the future. The cost of engineering will remain the responsibility of the Town and we are exploring options for this funding.

Palmer High School Tennis Courts – The DPW provided initial estimates of the cost of reconstruction of the courts in early 2012 at the request of the Town Manager. Upon confirmation that the project would move forward and as a means to reduce the cost of the reconstruction, in the Spring of 2013 DPW forces demolished the entire tennis court complex with the exception of lighting. At the time of this writing, bids for the reconstruction have been received and are being evaluated. It is further noted that the Town will need investment in the short term to repair and rehabilitate the PHS track and field athletic facilities.

DPW Current Status – All DPW divisions have been continuing to operate with reasonable effectiveness during the recent challenging period. The Highway division has maintained its crucial responsibilities despite significant personnel shortages. The Parks division has continued to uphold its ever-increasing obligations to the parks, schools and athletic/playfields with diminished staff. Both Parks and Cemetery have effectively utilized part-time employees along with innovative funding to hold forth during these times. The WWTP, funded under a separate mechanism, has not faced the serious personnel shortages encountered by the other divisions and has met the challenge of aging facilities without any serious service interruption. A major accomplishment in the WWTP has been replacement of its emergency generator which is key to maintaining required facility operation when the power grid is down. Additionally, the Town has received preliminary approval for the rehabilitation of several neighborhood sewer systems, funded through the State Revolving Fund (SRF).

DPW Outlook - So long as the Town can sustain a level of economic recovery that translates into increased resources for the DPW, the future can be slightly brighter. There remain substantial personnel and equipment needs that will require adequate funding in the near term in order for the DPW to achieve the versatility and strength to continue to provide both basic and improved service across the Town. As a final comment, while the Town’s direct resources have been and continue to be a challenge, both the resourcefulness and commitment to the Town demonstrated by many regular, civic-minded citizens as well as by several entities within the Town government is cause for optimism for the future and is greatly appreciated.

Respectfully Submitted,  
Craig Dolan  
DPW Director

## **WATER POLLUTION CONTROL FACILITY**

Capital improvements at our facilities and collection system continue on a yearly basis. In FY 2013 a new 500KW generator replaced the old original generator at the main treatment plant. We have a total of 10 generators, 3 of which have been replaced to date. The remaining generators are original equipment from when the treatment facilities opened in 1980.

Also, one of two plant water pumps was replaced in FY 2013 with the second pump budgeted to be replaced in FY 2014.

We are also beginning the procurement process for replacing the seven original overhead garage doors at the treatment plant with new insulated doors to reduce our heating costs.

Our new National Pollution Discharge Elimination System (NPDES) permit enacted in January of 2011 has more stringent limitations, and monitoring requirements. One requirement is for the study and reduction of nitrogen from our discharge water. This is a complex nutrient that our treatment plant was not built to remove. The last nitrogen study that was completed in 2008 concluded that a plant upgrade would be necessary to remove the nitrogen at a cost upwards of \$ 25million. Since that study in 2008, new developments in nitrogen reduction have been discovered and we are hopeful that we can change some of the existing infrastructure and purchase new monitoring equipment to reduce the nitrogen without the major cost of a plant upgrade.

We have been approved for a 6.09 million low interest loan through Massachusetts's State Revolving Fund (SRF) to replace problematic areas of the sewer system. These areas include Sunset Acres in Three Rivers, Brainerd Street and Riverview Parkway areas in Palmer, High Street in Thorndike from where the CSO Phase 4 project ended to the Junction intersection and part of South High Street in Bondsville. This construction is slated to begin in April of 2014. Completion is slated for October of 2015.

I would like to thank my staff at the wastewater treatment plant and the sewer division for their dedication, cooperation, and professionalism that they demonstrate on a daily basis.

Respectfully submitted,

Gerald Skowronek  
Superintendent  
Palmer Water Pollution Control Facilities

## **PALMER PUBLIC LIBRARY**

Committed to its role as a community center, the Palmer Public Library provides a gathering space and a variety of materials to meet the personal, educational, and cultural needs of its patrons in a safe and comfortable setting. In partnership with other local organizations, the library encourages and supports a love of reading and life-long learning with attention to the changing needs of the community.

The library's services and programs remain vital to our citizens during these times of economic uncertainty. As of June 2013, 8,501 Palmer residents are registered borrowers of our Town library, which continues to be fiscally challenged from budget cuts totaling \$77,671 over a three-year period. Nevertheless, the Palmer Public Library maintains a positive approach as it strives to provide excellence in library service to the community.

Our new Library Director, Dorene Miller, from the Pittsburgh, PA area, was hired in October 2012, after an extensive five-month search process conducted by the library board's search committee. The staff and the Board of Directors look forward to a new beginning under her leadership and passion for library service. The past year also saw the retirement of Christine Reim, our Youth Services Librarian since 1987. Her 26 years of dedicated service will be fondly remembered and appreciated by both staff and patrons.

At the Palmer Public Library Association Annual Meeting in October, the *Mary McManus Award* was presented to Nancy Bauer, our retired library director and former children's librarian, in recognition of her 35 years of service to children through her numerous community organizations. The Association also honored Cumberland Farms of Palmer with the *Robert M. Sullivan Award*, which is presented annually to acknowledge an individual or organization that has demonstrated a commitment to support the Palmer Public Library. The award was accepted by Tammy Burke, Palmer Store Manager, and Ken McIntyre, Area Sales Manager, for the Cumberland Farms donation of more than \$5,000 for our Youth Services Department. Cumberland Farms of Palmer donated 20 cents from every Chill Zone® beverage and brewed tea and coffee sold in September 2012.

The library's 2012 summer reading program, *Dream Big, Read!* provided a summer filled with art, games, reading, and a lot of fun for our youth! 730 adults, kids, and teens signed up for the program, and logged more than 22,252 days of reading. Mary Bernat, Assistant Director/Reference Librarian, coordinated the adult programming, which included live music by *The Electric Trains*, a collage workshop, and two discussions led by local historians.

Christine Reim and Stephanie Maher, our Youth Service librarians, offered performances by *The Tanglewood Marionettes*; a bubbleologist; magic by Scott Jamieson, whose show brought 225 people to the library; *The Little Red Wagon* theatre group, as well as arts and games workshops and storytimes for toddlers and preschoolers. The teen program, *Own the Night*, coordinated by Young Adult Librarian Krista Navin, was also a huge success, featuring a ghost hunting event; a dark chocolate tasting; an art contest; collage and duct tape workshops, and a Wii bowling tournament.

Each of the 192 adults and 343 youth who fulfilled the program's reading requirements received a free T-shirt—designed by Converse Middle School student Elizabeth Ruiz—thanks to generous donations from many local businesses and organizations.

The Palmer Public Library's *Dream Big, Read!* program was funded by the library, the Friends of the Library, the Palmer Cultural Council, the Boston Bruins, the Western Massachusetts Regional Library System, the Massachusetts Board of Library Commissions, and the ongoing support of the Palmer business community. The library's annual summer reading program would not be possible without the dedication of our hard-working adult and teenage volunteers!

The library also provided toddler playgroups and preschool storytime programs from September through March, and our Youth Services librarian, Stephanie Maher, continued her story and crafts after-school program at the Old Mill Pond Elementary School, in collaboration with the Scantic Valley YMCA.

Other exciting programs included "Owls of the World" by Eyes on Owls; Mr. Vinny's Little Puppet Show; and Peter Struzziero's "Star Wars Symposium." Our Teen Advisory Board's Gingerbread House workshop brought together more than 250 children and adults in this delicious building project! The Teen Advisory Board also sponsored a Spring Craft and Egg Hunt, which was enjoyed by more than 20 kids.

Events and programs appealing to adults included the *Wicked Wednesday Mystery Book Club*; a disaster preparedness workshop by the Red Cross; a three-part genealogy workshop, *It's All Relative*, by Dave



Robison; a Halloween blood drive; *Monet's Mirror* pastel workshop by Greg Maichek; a book signing by Jeanne Claire Probst; and our annual *Poetry Pageant* in April, coordinated by Paul Wisniewski and Denise Fontaine-Pincince.

Since 2005, the Palmer Public Library has been graced each month with the paintings, drawings, photographs, and creations of our many talented local artists, whose beautiful works are displayed in the Community Room Art Gallery. Our dedicated gallery coordinator, Sue Chaffee, recently retired from this volunteer position after seven years, and has been enthusiastically succeeded by Denise Fontaine-Pincince.

In addition to programming and the free lending of books, audiobooks, magazines, DVDs, and music CDs, the library maintains a website ([www.palmer.lib.ma.us](http://www.palmer.lib.ma.us)) for access from home, school, or work to a number of online resources.

With the click of a mouse and a valid Palmer library card, a wealth of databases is available to our citizens at no charge, including the award-winning Mango Languages® and Zinio Digital Magazines.® The library also offers:

Academic OneFile\*  
 Alt-Press Watch  
 American Ancestors  
 Ancestry.com (only available within the library building)  
 Auto Repair Reference Center  
 Biography in Context\*  
 Books & Authors\*  
 Business Index ASAP\*  
 Business Insights: Essentials\*  
 Contemporary Literary Criticism—Select\*  
 Criminal Justice Collection\*  
 Culinary Arts Collection\*  
 Educator's Reference Complete\*  
 Environmental Studies and Policy Collection\*  
 Expanded Academic ASAP\*  
 Gale Virtual Reference Library\*  
 Gardening, Landscape and Horticulture Collection\*  
 General Business File ASAP\*  
 General OneFile\*  
 General Reference Center Gold\*  
 Global Issues in Context\*  
 Health and Wellness Resource Center\*  
 Health Reference Center Academic\*  
 Heritage Quest Online  
 History Reference Center  
 Home Improvement Reference Center  
 Hospitality, Tourism and Leisure Collection\*  
 Junior Edition (periodicals for middle school students)\*

Kids InfoBits (for kindergarten through Grade 5)\*  
 Literature Resource Center\*  
 Massachusetts History Online\*  
 The New York Times\*  
 NewsBank  
 NoveList  
 NoveList K-8 Plus  
 Nursing and Allied Health Collection\*  
 Nursing Resource Center\*  
 Opposing Viewpoints in Context\*  
 Oxford Art Online\*\*  
 Physical Therapy and Sports Medicine Collection\*  
 Points of View  
 Science in Context\*  
 Science Online\*\*  
 Small Engine Repair Reference Center  
 Student Edition (periodicals for high school students)\*  
 Teen Health & Wellness  
 Testing and Education Reference Center\*  
 U.S. History in Context\*  
 Vocations and Careers Collection\*  
 World History in Context\*

\*From the Mass. Board of Library Commissioners and the Mass. Library System with state funds and federal IMLS funds.

\*\*From the Central Western Massachusetts Automated Resource Sharing.

During these difficult economic times, fundraising and volunteerism continue to be essential to the services of the Palmer Public Library. The library is fortunate to have a group of 30 dedicated volunteers, who logged over 900 hours by helping with the summer reading program, assisting with barcoding our entire collection, processing and cleaning library materials, and organizing books for sale at the Library

Loft used book store. Proceeds from book sales and other fundraisers supported library programs and services, including our new wildlife cam, which brings osprey, pandas, puppies, fish, and other animals to our Youth Services Department through a dedicated computer and flat screen television. This educational endeavor is the first of its kind among public libraries in the United States!

In support of adult literacy, the library offers space and resources to Top Floor Learning, a privately funded, fully accredited 501(c)3 nonprofit. This vital organization is located on the third floor of the library, and provides basic adult education services, including GED preparation and testing, an ESL program, citizenship preparation, and basic computer literacy instruction.

The library is also home to the office of River East School-to-Career, Inc., a 501(c)3 nonprofit business and education partnership. The schools in the River East School-to-Career partnership place nearly 300 students in work-based learning experiences at approximately 100 companies.

As a community center, the library offers meeting spaces—the Palmer Community Room, the Three Rivers Room, and the Thorndike Room—to local organizations and individuals. (The Bondsville Room, which is located on the third floor, is utilized by Top Floor Learning for one-to-one tutoring sessions and board meetings.) In FY2013, the library’s meeting room reservations numbered 655.

The Railroad Research Center houses a collection of books, maps, and videos for train enthusiasts. The complete collection of *The Journal Register* on microfilm is also shelved in this room. The Historical and Genealogy Research Room is located on the third floor; these non-circulating local materials may be accessed for research purposes through a sign-in procedure.

Circulation of library materials is accomplished through the library’s membership in the C/W MARS network (Central Western Mass. Automated Resource Sharing). All library-lending materials can be accessed through Evergreen, our online catalog. Through their private account, patrons can see their checkouts, holds, and items to be picked up. Patrons can also download ebooks, audiobooks, and movies; request books to be delivered to the library of their choice; and access the catalogs of more than 140 libraries.

### **FY 2013 Library Statistics**

#### **Collection**

|  |               |
|--|---------------|
| Books                                    | 52,185        |
| Volumes of print magazines & newspapers  | 2,541         |
| Audio (CDs, Playaways, cassettes, etc.)  | 7,277         |
| Video (DVDs, VHS)                        | 5,501         |
| Ebooks                                   | 17,026        |
| Downloadable audio (books, music, etc.)  | 4,890         |
| Downloadable video                       | 758           |
| Materials in electronic format (CD-ROMs) | 172           |
| Microfilm                                | 115           |
| Miscellaneous (kits, puppets, etc.)      | <u>135</u>    |
| <b>TOTAL</b>                             | <b>90,600</b> |

#### **Circulation**

|  |                |
|--|----------------|
| Books                                    | 70,239         |
| Print magazines & newspapers             | 2,785          |
| Audio (CDs, Playaways, cassettes, etc.)  | 12,531         |
| Video (DVDs, VHS)                        | 33,153         |
| Ebooks                                   | 2,206          |
| Downloadable audio (books, music, etc.)  | 0              |
| Downloadable video                       | 0              |
| Materials in electronic format (CD-ROMs) | 598            |
| Microfilm                                | 0              |
| Miscellaneous (kits, puppets, etc.)      | <u>244</u>     |
| <b>TOTAL</b>                             | <b>121,756</b> |

### **Interlibrary Loans**

|                               |        |
|-------------------------------|--------|
| Received from other libraries | 12,785 |
| Provided to other libraries   | 20,068 |

### **Library Programs and Services**

|                                      |        |
|--------------------------------------|--------|
| Total hours open                     | 2,202  |
| Total Saturdays open                 | 38     |
| Total Saturday hours                 | 114    |
| Total hours open after 5:00pm        | 456    |
| Total attendance at library          | 86,876 |
| Number of reference transactions     | 11,908 |
| Number of children's programs        | 54     |
| • Attendance at children's programs  | 1,959  |
| Number of young adult programs       | 39     |
| • Attendance at young adult programs | 791    |
| Number of adult programs             | 27     |
| • Attendance at adult programs       | 565    |
| Number of volunteers                 | 30     |
| Number of volunteer hours            | 908    |
| Number of registered borrowers       | 9,608  |

### **Internet and Electronic Services**

|  |       |
|--|-------|
| Number of users of public wireless access                          | 5,274 |
| Computer terminals for public use                                  | 40    |
| Number of users of public Internet computers during a typical week | 519   |

Although faced with ever-increasing demands for services and programs, the Palmer Public Library nevertheless had to maintain its reduced hours of operation, which had been cut from 50 hours per week to 44 hours per week in July 2010, due to ongoing budget constraints. Our library personnel continues to rise to the challenge of providing the best in library service to our community, while assuming the

additional duties and responsibilities of the three staff positions which remain vacant (one library assistant and two pages).

The library's ability to function as the community center, dedicated to providing our citizens with free access to a multitude of information resources, is accomplished through the hard work and commitment of our staff, Board of Directors, volunteers, Railroad Advisory Board, Palmer Department of Public Works, and the continued support of the Town officials and the Palmer community.

Respectfully submitted,

Dorene C. Miller  
Director

## **PALMER PUBLIC SCHOOLS**

Enrollment in the three schools continues to decline. The rate of decline is at a rate that was projected by the New England School Development Council (NESDEC). Currently, Old Mill Pond School has an enrollment of 628 students in grades PreK – 4. Converse Middle School's enrollment is 375 for grades 5 – 7. As of June 30, 2013, Palmer High School serves 519 students between grades 8 – 12.

### **Palmer High School**

On February 1, 2013, a Special Progress Report was submitted to the New England Association of Schools & Colleges, Inc. (NEASC). This report provided the progress requested on the six recommendations noted in the two year progress report. This Special Progress Report describes action taken to address the six recommendations. At the January 22-23, 2012 meeting NEASC voted to accept the Two-Year Progress Report from the Palmer High School.

The school submitted a Special Progress Report, January 29th, 2013 addressing the following recommendations:

- Submit the document which identifies which departments have taken responsibility for specific school-wide academic learning expectations.
- Confirm that the curriculum template includes the school's learning expectations and assessment practices.
- Ensure the library media center is available to teachers and students before, during, and after school.
- Develop a comprehensive plan to ensure effective curricular coordination and articulation between and among all academic areas within the school as well as with sending schools in the district.
- Develop a process for assessing the school's achievement of its civic and social expectations.
- Report on the implementation of a formal program for teachers to meet collaboratively to discuss and share student work.

The class of 2013 received their diplomas on June 2nd in the high school auditorium. Eighty-seven seniors matriculated with 96% attending either a 4-year or a 2-year college. The top twenty seniors in the class were honored and recognized by the Palmer Rotary Club at the annual Student Achievement Luncheon. The Rotary presented two scholarships at the luncheon. Seniors were rewarded for their years of hard work, effort, and academic success at the annual Awards and Scholarship Night where over \$51,000 was awarded in scholarships. Fifty-one different local families, organizations, and businesses presented 120 individual scholarships to 38 of our seniors. This year, Bob's Furniture awarded scholarships to five seniors. This was as a result of the successful Blood Banks hosted at Palmer High

School and organized and run by retired high school principal, Alphonse Murray. Academic and athletic awards were presented to seniors and underclassmen during the Annual Class Day Ceremony, held on May 31st. We sincerely appreciate the generosity extended to our seniors by the numerous individuals, families, and organizations of Palmer.

Palmer High School students continue to perform well on both the English Language Arts (ELA) and Mathematics portions of the spring 2013 MCAS test. One hundred percent (100%) of the graduating class received a competency determination requirement established by the Massachusetts State Board of Education to receive a diploma. While 90.4% of the 8th grade and 100% of the 10th grade passed the ELA portion of the MCAS, 64.8% and 85.2% of the students respectfully were in the proficient or the advanced categories. In Math 68 % of 8th graders and 97% of the 10th graders passed the MCAS, with 40.8% and 87% receiving advanced or proficient scores respectfully. On the Science and Technology MCAS 79.8% of the 8th grade passed the Science MCAS with 24.8 % receiving advanced or proficient scores. In the 9th grade, 91.9% of the students passed the Introduction to Physics MCAS with 71.7% of the students receiving advanced or proficient scores. The percentage of graduating seniors attending post-secondary institutions remains high at 96%.

The Advanced Placement Program continues to grow and flourish at Palmer High School, thanks to the partnership forged with the Mass. Math and Science Initiative (MMSI). Our AP Math, Science, and English classes received additional support and record number of students enrolling in AP courses. Palmer High School had 128 students out of 145 take the corresponding AP Exam (85%). Of these, 55% obtained a college credit grade on the exam. This is a significant increase over past years and look forward to its continuing growth. The Palmer High School was named as one of “America’s Most Challenging High Schools” by the Washington Post, based on the rigor and AP results. The grant offered teacher training by the College Board familiarizing our teachers with AP curriculum, advanced instructional practices, and current technologies. An AP breakfast was sponsored by MMSI to support our students in the AP program to congratulate them for their hard work and dedication along with wishing them well on the upcoming AP exams.

Participation in the Gateway to College program at Holyoke Community College provided eight students, who were at risk for dropping out, with the opportunity to complete their High School Diploma as well as acquire college credits. Three of our Gateway to College students graduated, accumulating 99 college credits amongst them. This was the second year of its implementation and we look forward to our continuing partnership. Through our School-to-Career Program in partnership with the River East School-to-Career Program, we provided the opportunity for work based experiences for 26 upperclassmen. It is our goal that, prior to graduation, every junior and senior will have the opportunity to experience an externship in their chosen field. Our students were able to gain hands-on experiences in the field of teaching, medical, broadcasting, legal, business, transportation, photography and veterinary services. We continue to expand and appreciate our partnerships with local businesses. They are an integral part of our success.

Palmer High hosted a September Open House for parents, November Parent Conference night, National Honor Society Induction Ceremony, Lions Club Speech Contest, the student drama production of “Cooking Can Be Murder” talent show. In honor of College and Career Awareness Month in October, we sponsored a College Fair in conjunction with a myriad of activities that focused on college, military, trade schools and career readiness. Over 90 schools shared information about their Colleges and Universities with the juniors and seniors. We offered a second semester Open House in February. For the fifth year, a team of Palmer High School students competed in “As Schools Match Wits”. Our Music Department performed at various events throughout the year: Eastern States Exposition, the Fall Concert, Festival of Bands and Choruses in December, the QVMEA Concert hosted here at Palmer High School, the Spring Concert, and the Memorial Day Parade. We sent six representatives, three each, to the

Massachusetts Boys and Girls State for 2012 hosted by Stone Hill College. The Palmer High School hosted the Step Up Day for our incoming 8th graders. In strengthening our bond with the senior community, PHS hosted a Grandparents/Grand Friend Thanksgiving luncheon and was entertained with a concert in the auditorium.

Several of the athletic teams achieved milestones for the 2012-2013 school year. The cross country, basketball, swimming, softball, baseball, tennis, golf and soccer teams qualified for post season play! The Golf Team won Western Mass. title under the direction of Mr. Greg Koss.

The Palmer United Booster Club and the Music Boosters were very active during the year. There were several fundraisers conducted, as well as recognition banquets for the student athletes and music students. Special thanks are extended to the members of both clubs for their time, hard work, and creative ideas for the benefit of the student body!

The 2012-2013 Palmer High School Council worked collaboratively with administration to incorporate the Superintendent's District Wide Goals as part of the three-year school improvement plan that serves to compel the school in the decision-making process. This plan starts and ends with the Palmer High School goals for student learning. All school initiatives and priorities continue to focus on preparing our students "for living, learning, and working in the 21st Century". The composition of the Council consisted of: Mary Lou Callahan, Principal; Olga Lopez, Jennifer Martin, Jody Peters, Staff Members; Officer Whalers, and Erin Pincince, Community Representatives; Andrea Mastalerz, Adam Brewer, Jacqui Mastriani, and Catherine Reed, Parent Representatives; Alexis Swist, Student Representative, and Ex-Officio member, Joseph Bianca, Assistant Principal.

We appreciate and applaud the contributions of our staff members, parents, and community members in promoting lifelong learning skills and making a difference in the lives of our students.

### Converse Middle School

The 2012-2013 school year was a year of continued commitment to the learning and success of every student in grades five, six, and seven including their success on the MCAS. Students in grade five were tested in ELA Reading Comprehension, Math, and Science & Technology/Engineering. Students in grade six were tested in ELA Reading Comprehension and Math, and grade seven students were tested in ELA Reading Comprehension, ELA Long Composition, and Math. The staff at Converse worked hard to have the students well prepared and the students put forth a serious effort. Converse maintained a favorable 'Level 2' status as assigned by the Massachusetts Department of Elementary and Secondary Education.

Extensive MCAS data analysis and work was done by the faculty and also reviewed by the CMS Academic Advisory Council and the CMS School Council was used to update the Student Handbook and to develop appropriate SMART goals for the Converse Middle School Improvement Plan. In addition, the math and ELA teachers have continued their efforts through professional development to align the curriculum with the Massachusetts Standards.

The Cougar's Den after school program has continued to be both a successful and valuable resource to many Converse students. Students have the opportunity to stay for an extended day that provides them with the opportunity for extra help, study centers, as well as a variety of educational and fun learning opportunities. The Cougar's Den staff has been supportive of the learning needs of Converse students in their design of specific math and ELA goals. Funding is a critical issue for this program – they have continued to seek out fundraising and grant opportunities to maintain their level of support to the students. The support of the community has meant a great deal to the Cougar's Den program, Converse students and their families.

The Converse Middle School PTO has continued to provide significant support to the students and staff. Their fundraising activities have provided significant financial support of student's educational-based field trips, cultural activities and assemblies. The PTO has also continued to support and organize the 'Step-Up' Ceremony for the seventh grade students. Each seventh grade student was presented with a gift of a scientific calculator that should be quite useful to them as they enter eighth grade at Palmer High School. The PTO also supports the Converse Spring Fling each year as well as supporting our Yearbook that is produced each year. There are many parents and volunteers who provide many, many hours of work and support behind the scenes for the PTO and Converse – we cannot thank them enough for their support – it makes a big difference!

#### Old Mill Pond Elementary School

At Old Mill Pond School, students in grades 3 participated in the MCAS assessment in the areas of Mathematics and Reading for the first time. Students in Grade 4 participated in the MCAS assessment in the areas of Mathematics, Reading, and Long Composition Writing.

Ninety-four percent of 3rd graders passed the spring 2013 MCAS Reading test, with 85% of students in the advanced and proficient categories. Eighty-five percent of 4th graders passed the ELA test, and 46% achieved in the advanced or proficient categories. On the MCAS Mathematics test, 90% of 3rd graders and 86% of 4th graders passed the test with 68% of 3rd graders and 47% of 4th graders in the advanced or proficient categories. OMP was designated as a Level 3 school by the Massachusetts Department of Elementary and Secondary Education for based on the 2012/2013 performance in the aggregate and in subgroups both in ELA and in MA. Student attendance continues to hover around 95%.

First and foremost, it is the Old Mill Pond School Council's undertaking to address both short-term and long-term goals in order to improve the educational quality of our students at Old Mill Pond Elementary School. Our plan's practicality reflects an active document which serves as a guide for the future. The school council has addressed, amended and enhanced the document's goals which are aligned with Palmer Public School's District Plan.

The following is a list of some of the activities which have occurred within the Old Mill Pond School during the 2012-2013 school years.

- Communication through parent newsletters, Connect-Ed, PTO meetings and the school website.
- Enhanced behavioral / emotional services for students
- Continued Growth of the Family Literacy Program including Inviting Guest Readers in for special Occasions
  - Literacy Night for families
  - Pre-school Evening Art Show
  - Kindergarten Scavenger Hunt and Bus Orientation
- Curriculum Mapping incorporating the 2011 Massachusetts Curriculum Framework for English Language Arts and Literacy PK - 4
- Curriculum Mapping incorporating the 2011 Massachusetts Curriculum Framework for Mathematics PK – 4
- Collaboration with the Pioneer Valley District and School Assistance Center to address areas in need of improvement as identified in the Conditions of School Improvement and the Level 3 Status
- Training and implementation of Keys to Literacy the Comprehension Routine, Keys to Literacy the Vocabulary Routine, Handwriting Without Tears, Responsive Classroom, Applied Behavioral Analysis, and Restraint Training.

- Implementation of school wide character education and violence prevention programs including Peaceful Playground, Second Step Program, Steps to Success Program, Anti-Bullying Education, Character Trait Training, Student Recognition Program and Responsive Classroom.
- Instituted the Walk to Read Framework in Grade 1 and 2

We would like to thank the following members of our School Council for their commitment and dedication:

Jacqueline Haley, Co-Chair, Principal  
 Bonny Rathbone, Co-Chair, Community Representative  
 Catherine Simonoko, Teacher  
 Kathleen Mackiewicz, Secretary, Teacher  
 Lorraine DiNuovo, Community Representative  
 Amy Denault, Parent  
 Alissa Purda, Parent  
 Lori Poindexter, Parent

The Palmer Public School System is dedicated to providing professional development opportunities where the staff at Old Mill Pond School is kept abreast of current educational standards and teaching methods. The core of our evolving curriculum is the continued incorporation of the Common Core state standards as outlined in the current Massachusetts Curriculum Frameworks. We have solicited the talents and expertise of The Pioneer Valley District Curriculum and Assessment Center to work with the professionals at Old Mill Pond School.

Through the District Professional Development funds and Massachusetts Department of Elementary and Secondary Education Grants, faculty have been engaged in a number of professional development activities aimed at improved student learning. A large number of teachers participated in professional development on the Keys to Literacy and Comprehension Routines during the school year and over the summer. Also in the summer, a group participated in the Massachusetts Department of Elementary and Secondary training on Professional Learning Communities. During the school year, we have been fortunate to work extensively with Susan Kazeroid, Literacy Specialist, from the District and School Assistance Center (DSAC) creating Literacy Curriculum Maps in Grades PK through Grade 4 that align to the Common Core Curriculum Standards. In addition, Math specialists Cate Calise and Kathy Fouser worked with teachers creating Curriculum Maps for Mathematics for grades PK through Grade 4. First and Second Grade teachers implemented the Walk to Read framework for reading instruction and we are thrilled with the students' results. We will be implementing this again next year in Grades 1, 2, and 3. Mrs. Nicole Costello and Mrs. Cindy Miller taught the Second Step curriculum to students in Grades K – 4. The Second Step curriculum addresses all students' social, emotional and academic learning to create a strong and safe community within the classroom and larger school environment. Implementation of The Second Step Curriculum was made possible through the generosity of the Palmer Domestic Violence Task Force.

The Family Literacy Program at OMP continues to grow thanks in large part to OMP's PTO/PAWS and the continued dedication of Mrs. Lynn Logsdon and Mrs. Mary Beaulieu. The Family Literacy group celebrated National Literacy Month in November and Read Across America in March. Guest Readers were welcomed into the school to celebrate the joy and importance of reading. In the spring of 2012, OMP was extremely fortunate to have children's author, Jonathon Hall visit our library and read to our students. Tornado the Cat accompanied him on his visit.

Last year the Grinspoon Foundation invited the Palmer Public Schools to participate in a very exciting teacher recognition program established by Harold Grinspoon. It is Mr. Grinspoon's desire to honor and celebrate educators for the work they do and to bring to recognition the importance of the teaching



profession. We here at Old Mill Pond School recognized Mrs. Jacqueline Flamand as this year's recipient. This award was presented to an individual who possesses professionalism through qualities such as excellence in teaching practices; his/her own professional development, good attendance, and their ability to demonstrate collaboration and cooperation.

#### Special Education

The Department of Special Services includes all special education programs, Title I programs, English as a Second Language Programs, home and hospital tutoring, and Chapter 622 (discrimination). The department is responsible for the screening and evaluation of children between the ages of 3 and 21 for possible special needs.

The Palmer Public Schools are an Early Childhood through Grade 12 School District and is a member of the Pathfinder Regional Vocational-Technical School District. It offers a full range of special needs programs at all levels beginning with an integrated preschool and continuing services through graduation providing transition planning services for students who do not graduate with a diploma. The department provides an extensive array of supplemental support services including speech/language, occupational therapy, physical therapy, behavioral support services and school adjustment counseling. Services for low incidence children are contracted annually as prescribed by the student's Individual Educational Plans.

Our Special Education enrollment is currently 293 students. The school system continues its effort, on the part of each of the schools, to meet children's needs within the classroom. When this is not possible, each school provides a variety of options to meet the needs of students while allowing them to remain in their own community. Programs at each level are available for students with language based learning needs, intellectual delays, physical handicaps and emotional disabilities. Each school now offers life skills curriculums and support for social-emotional development. Alternative education programs in each building address the needs of students at risk for failure or at risk of dropping out. Special education students have equal access to these programs through the building principals.

State and federal grants written and supervised by the department continue to assist in defraying some of the costs of special education. The Federal Special Education Grant, #240 (94-142), funds the cost of a number of paraprofessional instructional assistant positions at all three schools. The State Early Childhood Grant, #262, provides speech assistance and screening services to children enrolled in private preschool programs and other early childhood age groups. The Federal Title I Grant, #305, continues to provide remedial reading and math services to eligible youngsters in grades 3-7. The entire grant is committed to staff salaries. This program provides services to approximately 200 youngsters in the elementary and middle schools. Grant 632/625 provided funding for the high school to run an afterschool MCAS prep program and a summer school program for students struggling to pass the ELA, Math and Science High School MCAS.

For the Department of Special Services, the 2012-13 school year was one of continued program improvement and development. The district began the year in full compliance in the areas of Civil Rights and Special Education having completed a corrective action plan based on the findings of the State Coordinated Program Review completed in 2009. In April, the district underwent a mid-cycle review by the Massachusetts Department of Elementary and Secondary Education. This audit reviewed our policies and procedures in the areas of Special Education and English Learner Education. The findings of this audit will be received at the start of the 2013 school year.

#### Facilities

The Facilities Department oversees the work performance of maintenance and custodial members in the school buildings, school bus transportation services, facility rentals, grounds upkeep and facility maintenance and improvements.

The buildings and grounds are in use virtually 7 days a week and well into the late evening by many civic and private groups in addition to the school programs.

Palmer High School and Old Mill Pond School received new high efficiency boilers and water heaters. Converse Middle School received a new oil-fired burner. Thanks to an MSBA (Mass. School Building Authority) Green Grant, the cost of the project was reimbursed by 68%.

Extensive training with personnel regarding emergency and safety procedures relating to building infrastructure continues to be one of our major focal points.

As always, we cannot express enough how truly grateful we are to the other town departments who continually provide outstanding support, services and expertise.

Special thanks to the Parks and Highway Departments for all they do year round with the grounds. Their efforts are greatly appreciated.

The district is functioning as a Level 3 School District due to past performance regarding the Massachusetts Comprehensive Assessment System (MCAS). As a Level 3 district, additional grant funding was provided to this district to be used for increased professional development to improved teaching skills and assessment scores. This professional development was intensive during the 2012-2013 school year and will continue throughout the coming school year. Additional information and detailed test scores can be found on the Palmer Public Schools' website by clicking on the Office of the Superintendent link.

The School Department budget continues to be below the required minimum. This does not allow the schools to provide much needed support services for students who are at risk and struggling. Grants continue to provide approximately \$1 million in additional funding, however, due to federal and state cutbacks, grant funds have been reduced as well. Adequate funding is greatly needed to meet the requirements of services to students at risk and to maximize the potential of all achieving students.

The School Committee, administration, faculty, and staff remain committed to the children of the Palmer Public Schools. Every effort has been made to provide our students with a safe, clean and engaging school environment. We encourage parents, the community and businesses to join us as we serve our community of learners in the coming years.

Respectfully,

Palmer School Committee

Maureen Gallagher, Chair  
James St. Amand, Vice Chair  
David M. Lynch, Member  
Robert Janasiewicz, Member  
Gary Blanchette, Member

## **PATHFINDER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL DISTRICT**

The Pathfinder Regional Vocational Technical High School District Committee presents this report to the citizens of the District. At the November 2012 state election, incumbents David Droz (Palmer) and Thomas Rugani (Warren) were re-elected. Francesco Dell'Olio (Belchertown) and Jeffrey Nelson (Oakham) were elected to four-year terms, replacing Judith Dudek and Lisa Starbard, respectively, both of whom retired from the Committee. Currently there is no member from New Braintree as a result of Duncan Stewart's retirement. New Braintree town officials are in the process of soliciting statements of interest from interested individuals. Michael Cavanaugh and David Droz, both of Palmer, will continue as chairman and vice-chairman, respectively. Lorraine Alves will serve as secretary.

### **CURRICULUM**

Pathfinder students have continued to demonstrate improvement in their performance and achievement on the MCAS tests. The percentage of Pathfinder students scoring in the "advanced" and "proficient" range in all 3 areas—English, Math, and Science has shown steady progress over the past four years. The percentage of students scoring in the "advanced" and "proficient" range in English has risen from 64% in 2009 to 81% in 2012. The improvement in Math (64%-71%) and Science (49%-62%) was also positive. This improvement has also resulted in the school being judged as making Adequate Yearly Progress (AYP). The school continues to increase the number of students in the "advanced" or "proficient" categories, thereby decreasing the students identified in the "needs improvement" and "failing" categories. Our school has been identified as a "Level 2 School" by the Department of Elementary & Secondary Education.

Pathfinder continues to make progress in its effort to increase the rigor of the academic offerings for students. The school is currently working to align the curriculum to meet the common core standards. Pathfinder will implement a curriculum in World History and has made some changes in the science department to reflect a more laboratory based approach per common core standards. The vocational areas have also been cognizant of the changes being drafted regarding new Chapter 74 State Competencies and have been working diligently to accommodate the new proposals into their curricula..

For those students who have been identified as struggling readers through standardized testing, Pathfinder has supplemented their schedules to include reading, in addition to their regular English classes. Students continue to use the *Read 180* and *System 44* programs to improve their reading levels.

The school's affiliations with area hospitals and health care facilities continued to provide positive learning experiences for the students, and the expansion of the program has proven to be very successful.

### **MUNICIPAL AND COMMUNITY PROJECTS:**

#### **Collision Repair Technology:**

- Ludlow Police Dept.: Repaired and refinished a 2003 Ford Windstar Minivan
- Monson Water and Sewer Dept.: Refinished and installed a new pickup bed on a 2004 Ford F350 pickup.

- Oakham Police Department: Repaired and refinished a Military Humvee to traditional black and white police color scheme.
- Palmer Police Dept.: Repaired and refinished two late model police cruisers from dark blue to traditional black and white color scheme.

#### Machine Technology:

- Built hockey net frame for Belchertown Hockey Boosters for the annual Belchertown Fair.
- Students machined six cribbage boards as donations to fundraisers, one each for the following non-profit organizations:

Greenway Rail trail, Westfield  
 Shriners 'Festival Of trees', Springfield  
 Palmer Library  
 Top Floor Learning, Palmer  
 Machine Technology Poker Run, Pathfinder  
 Pathfinder Car Show (Skills USA)

#### Cosmetology:

- Cosmetology students continued their annual to visit area Senior Centers during which they provide "Spa Days" for seniors. The services they offer include manicures, pedicures, facials, and hair styles. Currently the cosmetology students provide these services in Palmer, Ware, Monson and Belchertown.

#### Carpentry:

- Students constructed a ceremonial stove for the Girl Scouts.

#### Automotive Reconditioning:

- Auto Reconditioning is now a part of the Collision Repair Technology program. Students continued to provide services for police, highway, fire and water districts.

#### Culinary Arts:

- Culinary Arts students continued to prepare and serve meals for the "Elderly Lunch Program" at Pathfinder. Instructors and students continued to provide food and services to local and civic events in the Pathfinder Tea Room restaurant.

### **COOPERATIVE EDUCATION PROGRAM**

Twenty-one students participated in the school's Cooperative Education Program which provides opportunities for paid, career-related jobs *in lieu of* attending their vocational classes. In this real work environment, the students enhanced their technical skills, developed interpersonal skills, and experienced

valuable lessons in maintaining a balance with their personal lives, school academics, and their jobs. Co-op continues to be an excellent pathway to full-time employment.

Placing students in the current economy has been a challenge. Nevertheless, the school is committed to providing students with this invaluable opportunity and intends to work closely with area businesses to expand the program.

## **STUDENT BODY**

Pathfinder's enrollment as of October 1, 2012 totaled 662 students, including the following numbers from member towns: Belchertown 110; Granby 15; Hardwick 30; Monson 96; New Braintree 11; Oakham 10; Palmer 183; Ware 93; and Warren 52. The remaining students were residents of out-of-district communities, the largest number of students coming from Ludlow (29) and West Brookfield (13), respectively. The 662 figure in October represents an increase of 4 students overall from the number reported on October 1, 2011.

In order to better meet students' needs and to more effectively accommodate parents, the Special Education and Guidance Department have been combined under a Pupil Personnel Director.

The Pupil Services Office—which also serves as the Admissions Office—once again received far more applications for the 180 ninth grade openings than the school could accommodate. Transfer opportunities into the 10<sup>th</sup> or 11<sup>th</sup> grades were also very limited. Consequently, the school experienced another year of waiting lists for each grade.

Parents of students seeking to learn more about Pathfinder or to visit the school had a variety of options available to them throughout the year. In early October guidance counselors were invited to attend a breakfast meeting designed specifically to update them about the admissions policies and procedures. In October and November, Pathfinder's guidance counselors visited the 8th graders in member towns to provide an in-depth presentation about Pathfinder's offerings and the application process. In late November, an evening Open House event was held for 5th-8th graders and their parents. The event featured a free dinner and a tour of the facility, including a visit to technical areas of interest.

In addition to the fall events, each winter 8th graders who are interested are invited to participate in a field trip with their school counselor to visit Pathfinder and get a first-hand look at technical programs, facilities, and to interact with current students. This visit is a great opportunity for the students to experience a typical day at Pathfinder. This year a larger number of students participated in these tours than the previous year. Many attendees acknowledged that they had participated in the summer Youth Enrichment Program, an attractive opportunity for large numbers of enthusiastic prospective students. For students and parents with Internet access, a copy of the application can be downloaded and printed.

The Pathfinder Chapter of the National Technical Honor Society inducted a deserving group of new and existing members in an impressive ceremony. To qualify, students must have a cumulative G.P.A. of 3.5 or above and exhibit the qualities of skill, honesty, service, responsibility, scholarship, citizenship, and leadership. The induction ceremony is held in early spring so that senior inductees can include this recognition on college, scholarship, and work applications. The Chapter continued the practice of inviting as guests underclass students who had a grade point average of 3.0 or higher and who demonstrated potential for induction into the Society.

At the twenty-sixth Annual "Outstanding Vocational-Technical Student" awards dinner sponsored by the Massachusetts Association of Vocational Administrators (MAVA) and the Massachusetts Vocational Association (MVA), Ryan McQuad, of Ware, represented Pathfinder. Ryan, a student in the

Electronics/Robotics Program, was ranked at the top of the graduating class. With a GPA of 3.91, Ryan consistently earned high honors and recognition and received numerous awards for outstanding achievement and excellence in vocational and academic studies. Ryan also received an honorable mention from the Massachusetts Association of Secondary School Principals. He was planning to attend Worcester Polytechnic Institute in the fall.

In June 2012, the graduating class of 118 students received diplomas and technical certificates at commencement exercises. Graduates received 60 awards totaling \$32,575, and an additional \$146,000 in scholarships from schools and colleges was announced during the program. Once again, state and local organizations and businesses, post-secondary institutions, as well as private individuals, continued to recognize the ability and potential of Pathfinder graduates in the form of generous donations. The school committee, administration-- and particularly the graduates-- are grateful for this support and are especially proud of the number of awards that have been made to honor the memory of former Pathfinder students and staff members.

### **SPECIAL SERVICES**

Nicole Heroux serves as the newly instituted Director of Pupil Services.

Mrs. Heroux and her staff are currently in the process of evaluating all current programs and services. The goal of Special Services is to demonstrate its responsibility to provide a continuum of special education and related services for eligible students in accordance with the provisions of state and federal regulations. The Department continues to be committed to finding opportunities to offer different pathways to learning so that the diverse ability levels of the students might be accommodated.

The Special Education Department strives to address the needs of *all* learners in grades 9-12 and to the students previously enrolled in the Modified Vocational Instruction Program (MVIP). Given the results of the District's Coordinated Program Review, the Corrective Action Plan (CAP) is now fully implemented. Pathfinder no longer has a *formalized* program, previously known as *MVIP*. Through continued integrated efforts with students, parents, and other student support services, the Department focuses on promoting each student's self-awareness, ability to self-advocate, and sense of self sufficiency. All students admitted to Pathfinder are expected to fulfill the same requirements to receive a high school diploma, and all students must have access to all academic and vocational programs. The staff at Pathfinder is working to develop a program for the students who were previously in an MVIP program to insure their success at the school.

Team chairpersons conducted Team evaluations, annual reviews and re-evaluations for over two hundred four (204) special needs students. The Pupil Services Department continued to be responsible for approximately fifty (50) students who have 504 Accommodation Plans. Section 504 is a federal civil rights law which requires the provision of reasonable accommodations to students and staff who qualify as disabled under the law.

The Department includes fifteen (15) academic or vocational professionally licensed instructors, nine (9) paraprofessionals, and one full-time secretary. Licensed specialists include a Speech and Language Pathologist, a School Adjustment Counselor, an Occupational Therapist, and a part-time School Psychologist.

Work continued on the collaboration between special and general educators.

### **STUDENT ACTIVITIES**

Following the holiday break, students returned to school and a flurry of student activities. Class advisors continued to plan fundraisers to offset the cost of class expenses. A spaghetti dinner fundraiser was held on January 13<sup>th</sup> with the combined efforts of the sophomore and junior classes. Also in January, the Red Cross Blood Drive experienced a full schedule of students participating in donating blood. A total of 77 pints of blood was collected during this drive. One student-- Michael Mastriani-- received a \$250 scholarship from Bob's High School Heroes/Red Cross. This money may be used toward college expenses. Michael was chosen as the recipient due to his active participation in multiple blood drives. Pathfinder also received recognition as a "Life Share Program" PLATINUM Level from the Red Cross in recognition of ongoing efforts "in support of the American red Cross Blood Services Program."

Other classes had fundraisers in February, March and April. The Junior Prom—always an elegant affair—took place in May at the Ludlow Country Club. One hundred fifty juniors and their guests and some faculty chaperones danced the night away to the tunes of DJ Tony Valley. The senior class chose Tony & Penny's as the site of their banquet which was also held in May.

The Class of 2012 held their outdoor graduation on a picture-perfect day on June 3<sup>rd</sup>.

Students returned in August for the 2012- 2013 school year. In September the Collision Repair shop held their 20<sup>th</sup> Annual Car Show. Over 190 beautiful vehicles participated and hundreds of spectators enjoyed the show. The proceeds from the show benefits the students in the collision repair shop by helping offset competition fees for SkillsUSA. The district, state and national competition fees can be quite expensive. In addition, the proceeds also help provide scholarships for graduating seniors, giving them a head start in continuing in their trade.

There was a "Welcome Freshmen" dance in October hosted by the junior class and many fundraisers took place by other classes.

The Student Council was revived under the leadership of Senior Kyle Lussier and Advisor Eric Duda. The Student Council led a Pep Rally to introduce the fall sports teams. They then coordinated the annual Thanksgiving food drive. Thirty seven turkeys were donated along with enough non-perishable food to feed 37 families. The cheerleaders-- led by Ms. Clough and Mr. Aldrich-- coordinated a *Toys for Tots* drive. Two hundred twenty five toys were collected and given to the Ware Fire Department's *Toys for Tots* drive. December ended on a half day on Dec. 21<sup>st</sup> in order to break for holiday vacation

## **ATHLETICS**

Although the numbers have declined slightly, Pathfinder had over 175 students participate in various athletic programs over the past year. Pathfinder remains as the host school for a wrestling co-op with Palmer and Ware High Schools and Pathfinder is again competing in boys' and girls' swimming through a co-op with Palmer High.

### **HIGHLIGHTS FOR THE YEAR INCLUDE:**

- The boys' varsity basketball team qualified for the Western Mass Tournament.
- The girls' varsity basketball team qualified for the Western Mass Tournament.
- Pathfinder completed its second season of co-op wrestling with Palmer and Ware High Schools. Two individual wrestlers had extremely successful seasons. Jake Paull won the Western Mass and State Div-3 titles. Jacob Straight won the Western Mass, State Div-3, All State, and New England championship titles.
- Jesse Bishop was named as a Springfield *Republican* newspaper first team all-scholastic selection

in boys' basketball.

- The Varsity Baseball team qualified for the Western Mass Tournament.
- The Varsity Softball team qualified for the Western Mass Tournament.
- Megan Maska was named as a Springfield *Republican* newspaper first team all-scholastic selection in softball.
- Greg Pobieglo and Adam Kozlik were named as Springfield *Republican* Newspaper first team all-scholastic selections in baseball.
- The Varsity girls' soccer team qualified for the Western Mass Tournament.
- The Varsity Football team completed a remarkable 13-0 season, winning the Tri-County League title and the Western Mass Div-4 Super Bowl. Nine players were selected as first team all-scholastic by the Springfield *Republican* newspaper. They are: Matt Stafford, Josh Arnold, Trystan Davis, Brad Lord, Dakota Nadle, Alex Piechota, Devan Beane, Cody Hess, and Mike Krzynowek. Pathfinder—with the assistance of the Booster Club-- has awarded the team championship jackets.
- Greg Pobieglo and Ashley Anderson were named as Pathfinders' outstanding male and female athletes for the 2011-2012 school year.

### **GRANTS, DONATIONS AND CONTRACTS**

| Source                           | Amount    | Acquisitions/ Products  |
|----------------------------------|-----------|---|
| <i>Edu-Jobs</i>                  | \$116,705 | Total amount devoted to employee health insurance   |
| Special Education Grant          | \$226,764 | 1 Math, 1 ELA inclusion model teacher, Evaluations, ESPED, Materials, 5 Alpha Smarts, 3 Aides |
| Special Ed – Program Improvement | \$7,341   | Provided 6 days of High Quality IEP Professional Development                                  |
| Title I                          | \$126,835 | ELA and Math Inclusion Instructors, Art Materials   |
| Teacher Quality                  | \$23,144  | Retained highly qualified staff member, provided support for 2 not yet HQ teachers            |
| Anti -Bullying                   | \$650     | Teacher training  |
| Title ! Carry-over               | \$27,428  | Acquired New <i>Follett Destiny</i>   |



|                      |           |  |
|----------------------|-----------|--|
|                      |           | Library System   |
| WIA – Year Round     | \$55,206  | Provided meaningful summer jobs for 30 participants and year- round jobs for 4   |
| Academic Support     | \$21,100  | MCAS PREP and remediation for 24 Pathfinder 9th Graders  |
| Carl Perkins Funds   | \$93,843  | Hire New Business Tech Teacher, Skills USA Instructor, School -wide Skills USA implementation. 2 Smart Boards and High Quality Professional Development, <i>Smart Board 3 -Credit Course</i> , Fully operational Career Center |
| UMass                | \$55,000  | Modernize Weight Room  |
| Special Ed Carryover | \$8,772   | Purchased iPads and e-books  |
| Total                | \$762,785 |  |

The major portion of one- time or last- time funding went to upgrading technology.

Pathfinder now features a Smart Board in every academic classroom. With the exception of HVAC, vocational classrooms will be the next acquisition when appropriate funds become available.

A major portion of this year’s funding will be devoted to making Pathfinder school-wide wireless.

### **SPECIAL PROGRAMS**

The Summer Youth Enrichment Program served over 110 children between the ages of 9 and 13. The program ran for three one-week sessions between July 9<sup>th</sup> and July 27<sup>th</sup>. Participants had the opportunity to select from the following options: automotive technology, machine technology, carpentry, cosmetology, environmental explorers, photography & web design, mad science, vex robotics, advanced robotics, bake shop, and culinary arts. The daily schedule placed participants in their specialty areas in the morning with sports, games, or crafts in the afternoon.

Parent and student satisfaction with the Youth Enrichment Programs has been extraordinary. Many students return to the program several times and express regret when they become too old to participate. It serves as an excellent introduction to Pathfinder and its environment.

Pathfinder’s summer school program is designed to enable students to make up information missed during the school year and earn credit needed for their promotion or graduation. The academic summer

school program was offered during the month of July, and the vocational related in August. It ran Monday through Friday with two morning sessions, each two hours long. A total of 40 hours in attendance was required for completing the program. Additionally, 10 students made up 30 hours in an employee skills program which ran for 30 hours in August. Sixty-seven students were enrolled in eleven academic courses, eight in vocational course work, and 3 students participated in an online summer school English and Math course. The combined summer school enrollment included 87 students from 11 school districts.

## **FACULTY AND STAFF**

Currently the Pathfinder staff consists of 44 vocational teachers, 27 academic teachers, 10 special education teachers, 3 counselors, a part-time psychologist, a library-media specialist, and 11 paraprofessionals. The school is managed by a group of 8 professional administrators as well as a full-time grants coordinator.

In June, the school said farewell to retirees Margaret Ferry, Martha Barrett, Michael Rooney, Mark Condon and Francis Burrington. At the end of December, clerical staff members Phyllis Valley and Barbara Orszulak joined them in retirement.

New Hires included Mary Jane Rickson (Asst. Superintendent/Principal), Andrea Green (Physical Education), Christopher Dougherty (English), Paul Husby (Social Studies), Kandice Daniels (Science), Stephen Walsh (Mathematics), Marina Dizik-Latourell (English Inclusion), Valerie Wlodyka (Library-Media), and Vanessa Perkins (Part-time Psychologist). Recently hired at the end of December were Anthony Valley (Teacher Aide), Jennifer Young (Accounts Payable), and Christy McCann (Secretary).

Dr. Paist continued to serve on the Board of Directors of the Massachusetts Association of Vocational Administrators and on the Board of Directors of the Quaboag Hills Chamber of Commerce. An active member of the Assn. for Career & Technical Education, he is one of three Region I Directors for that organization's National Council of Local Administrators

## **BUDGET AND FINANCE**

The school committee adopted a FY13 budget of \$12,815,752, representing a 2.61% increase over FY12. For the two previous fiscal years of FY11 and FY12, Pathfinder had a budget increase of 0% and 1.85% respectively. All of the nine District member communities subsequently approved their assessments in the spring of 2012. Consequently, the FY13 budget was approved pursuant to the regional school budget statute.

The unpredictability of Regional School Transportation Reimbursement has continued for the fifth fiscal year, making budgetary estimates a continuing concern for FY13 and FY14. The state's current transportation reimbursement estimate is approximately 56%, but current shortfalls in FY13 state revenues are once again threatening Regional School Transportation Reimbursement rates. Additionally, changes in Medicaid reimbursement procedures have greatly reduced our FY13 reimbursement rates, in 2010 Pathfinder received in excess of \$75,000.00 to subsidize the annual budget. By FY13, the amount had declined to approximately \$30,000.00.

Lastly, Chapter 70 Aid from the Commonwealth continues to be a concern for upcoming FY14 as the state predicts level funding at best due to decreased income tax revenues. While Chapter 70 Aid figures have not yet been released, Pathfinder expects a slight increase due to an increase in student enrollment which has pushed our district to near building capacity. Finally, all state Fiscal Stabilization Funds (SFSF) and federal American Recovery and Reinvestment Act Funds (ARRA) and accompanying carry-forward funds came to an end in FY12 and will not be available in the future.

The following chart illustrates the FY13 assessments to each member community.

| <b>ASSESSMENT<br/>CALCULATION FY2013:</b> |                          |                             |                                      |  |                             |                             |
|---|--------------------------|-----------------------------|--------------------------------------|--|-----------------------------|-----------------------------|
| <b>TOWNS</b>                              | <b>MINIMUM<br/>CONT.</b> | <b>ADDITIONAL<br/>CONT.</b> | <b>SHARE OF<br/>REGULAR<br/>CAP.</b> | <b>1st YR OF<br/>5 YR CAP<br/>PLAN</b> | <b>TRANS-<br/>PORTATION</b> | <b>TOTAL<br/>ASSESSMENT</b> |
| Belchertown                               | \$710,856                | \$281,593                   | \$10,026                             | \$0                                    | \$64,230                    | \$1,066,704                 |
| Granby                                    | \$127,690                | \$42,107                    | \$1,499                              | \$0                                    | \$9,604                     | \$180,901                   |
| Hardwick                                  | \$141,345                | \$55,266                    | \$1,968                              | \$0                                    | \$12,606                    | \$211,184                   |
| Monson                                    | \$606,017                | \$242,117                   | \$8,620                              | \$0                                    | \$55,226                    | \$911,980                   |
| New Braintree                             | \$97,971                 | \$31,580                    | \$1,124                              | \$0                                    | \$7,203                     | \$137,879                   |
| Oakham                                    | \$108,842                | \$42,107                    | \$1,499                              | \$0                                    | \$9,604                     | \$162,053                   |
| Palmer                                    | \$1,187,599              | \$521,078                   | \$18,552                             | \$0                                    | \$118,855                   | \$1,846,084                 |
| Ware                                      | \$527,932                | \$231,590                   | \$8,245                              | \$0                                    | \$52,825                    | \$820,592                   |
| Warren                                    | \$233,896                | \$136,849                   | \$4,872                              | \$0                                    | \$31,215                    | \$406,832                   |
| <b>TOTALS:</b>                            | <b>\$3,742,148</b>       | <b>\$1,584,288</b>          | <b>\$56,405</b>                      | <b>\$0</b>                             | <b>\$361,368</b>            | <b>\$5,744,209</b>          |

### **CONCLUDING STATEMENT**

As Pathfinder enters its fortieth year offering quality vocational education to our member communities, the school committee wishes to reaffirm its pride in the staff and students. They have made substantial contributions to the economic health of our District. The committee recognizes that, in this era of accountability and high expectations, many changes need to be made. The increased emphasis on academic skills needs to be maintained without diminishing the quality of students' technical studies.

Finally, the committee wishes to thank our legislators, town officials and the several town meetings for their support over these years

The committee is mindful of the prediction that FY14 fiscal picture will undoubtedly be the most challenging in recent memory. Despite this bleak outlook, however, the goal will be to preserve the quality of education that the students deserve.

Respectfully submitted,

Michael J. Cavanaugh (Palmer), Chairman  
 Francesco Dell'Olio (Belchertown)  
 Lorraine F. Alves (Belchertown)  
 William E. Johnson (Granby)  
 Julie Quink (Hardwick)  
 Andrew I. Jaffee (Monson)  
 Vacancy (New Braintree)  
 Jeffrey Nelson (Oakham)  
 David Droz (Palmer)  
 M. Barbara Ray (Ware)  
 Thomas Rugani (Warren)

Gerald L. Paist, Superintendent-Director

TELEPHONE DIRECTORY  
AMBULANCE, FIRE AND POLICE EMERGENCY - 911

| For Questions Regarding:   | Call this Department:   | Phone:               |
|--|---|----------------------|
| Appeals (zoning issues)  | <b>Appeals, Board of</b>  | 283-2605             |
| Assessments, Abatements  | <b>Assessors, Board of</b>  | 283-2607             |
| Building Permits, Electric Permits,<br>Plumbing, gas & wiring Permits, Zoning<br>Enforcement                                   | <b>Building Inspector</b>   | 283-2638             |
| Burial Records, Cemetery Plots   | <b>Cemetery</b>   | 283-2665             |
| Emergency Preparedness, Catastrophe  | <b>Civil Defense</b>  | 283-8792             |
| Future planning for Palmer   | <b>Community Development Dept.<br/>Palmer Redevelopment Authority</b> | 283-2614<br>283-4100 |
| Wetlands Management  | <b>Conservation Commission</b>  | 283-2611             |
| Senior activities, Information &<br>Transportation   | <b>Council on Aging</b>   | 283-2670             |
| Animal Control   | <b>Dog Officer</b>  | 283-7770             |
| Health, Sanitation, Septic Permits/Title V,<br>Food & Beverage License & Tobacco<br>License                                    | <b>Health, Board Of</b>   | 283-2606             |
| Road Maintenance, snow & ice removal   | <b>Department of Public Works</b>                                     | 283-2615             |
| Alcohol Beverage Information   | <b>License Commission</b>   | 283-2603             |
| Federally funded elderly housing   | <b>Palmer Housing Authority</b>                                       | 283-9311             |
| All library services   | <b>Palmer Public Library</b>  | 283-3330             |
| Park & Field Maintenance   | <b>Department of Public Works</b>                                     | 283-2615             |
| Planning, Land Use, Zoning   | <b>Planning Board</b>   | 283-2605             |
| Public Schools   | <b>Schools:</b>   |                      |
|  | <b>Converse Middle School</b>   | 283-2641             |
|  | <b>Old Mill Pond Elementary</b>                                       | 283-2630             |
|  | <b>Palmer High School</b>   | 283-2621             |
|  | <b>Pathfinder Regional Vocational<br/>Technical High School</b>       | 283-9701             |
|  | <b>Superintendent of Schools</b>                                      | 283-2650             |
| Scale, weight Certification  | <b>Sealer of Weights &amp; Measures<br/>(Residence)</b>               | 283-4070             |
| Committee Appointments, Class I, II & III<br>Licenses, Amusement/Entertainment<br>Licenses, Street Entrance, Street Excavation | <b>Town Manager</b>   | 283-2603             |
| Parking Tickets, Property & Excise Tax<br>Bills  | <b>Tax Collector</b>  | 283-2601             |
| General Accounting   | <b>Town Accountant</b>  | 283-2602             |
| Births, Deaths, Marriages, Dog Licenses,<br>Business Certificates, Elections & Voter<br>Registration                           | <b>Town Clerk</b>   | 283-2608             |
| Bill Payment, Payroll, Insurance Benefits  | <b>Town Treasurer</b>   | 283-2600             |
| Veteran's Information/Referrals Benefits   | <b>Veteran's Agent</b>  | 283-2610             |
|  |   |                      |
| <b>EMERGENCY NUMBERS - 911</b>   | <b>Fire – Bondsville</b>  | 283-9036             |
|  | <b>Palmer</b>   | 283-3861             |
|  | <b>Three Rivers</b>   | 283-7161             |